BOROUGH OF WESTVILLE

Regular Council Meeting
165 Broadway
November 23, 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

MEETING MINUTES:

October 26, 2026 – Council Meeting Minutes
October 26, 2026 – Executive 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

NEW BUSINESS

Introduction of:

ORDINANCE No. 12-2026 – Ordinance of the Borough of Westville Amending Chapter 272, Rental Property, in the Code of the Borough of Westville

Motion to Open_____By _____Sec. _____(vv)
Motion to Close_____By _____ Sec. _____ (vv)

Motion to Introduce Ordinance 12
_____By _____Sec. _____ (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. 138-2026 – Authorizing Approval of the Bill List for November 23, 2026

RESOLUTION No. 139-2026 – Authorizing the Placement of Property Maintenance Liens

RESOLUTION No. 140-2026 – Authorizing a Property Tax Exemption for a Totally Disabled Veteran, for the Property Known as Block 60, Lot 5, Authorizing Canceling the 2026 4th Quarter and 2027 1st and 2nd Quarter Taxes

RESOLUTION No. 141-2026 – Authorizing a Fair and Open Competitive Bidding Process for the Replacement of the Bathrooms at the Senior Center through the Community Development Block Grant (CDBG) Program

RESOLUTION No. 142-2026 – Appointing Jennifer Lovell to the Part-Time Position of Administrative Assistant in the Borough of Westville

RESOLUTION No. 143-2026 – Authorizing The Execution of an Agreement for a Recycling Disposal Facility with OMNI Recycling, LLC

RESOLUTION CONSENT AGENDA

Motion to Adopt Resolutions Numbers 138 through 144

Motion _____Second _____ (rcv)
END OF RESOLUTION CONSENT AGENDA

RESOLUTION No. 144-2026 – Resolution of the Borough of Westville, County of Gloucester and State of New Jersey Authorizing the Submission of a Question to the Public in a Non-Binding Referendum at the General Election on November 2, 2027

Motion _____Second _____ (rcv)

RESOLUTION No. 145-2026 – Approving the 2025 Annual Audit and Group Affidavit

Motion _____Second _____ (rcv)

RESOLUTION No. 146-2026 – Approving the Corrective Action Plan in Connection with the Audit Report for the Year 2025

Motion _____Second _____ (rcv)

RESOLUTION No. 147-2026 – Authorizing the Purchase of a Water Utility Van for the Water and Sewer Department

Motion _____Second _____ (rcv)

RESOLUTION No. 148-2026 – Authorizing an Emergency Purchase Pursuant to and in Accordance with N.J.S.A. 40A:11-6 for the Replacement of a Heating System at the Public Works Facility

Motion _____Second _____ (rcv)

RESOLUTION No. 149-2026 – Resolution of the Borough of Westville, County of Gloucester and State of New Jersey Authorizing Award of Contract to Level-1 Construction Inc. for the Reconstruction and Repair of a Water Softener Vessel

Motion _____Second _____ (rcv)

RESOLUTION No. 150-2026 – Resolution of the Borough of Westville in Opposition to the Gloucester County Annual Reassessment Program (ARP)

Motion _____Second _____ (rcv)

REQUEST from Good Day for a Run, LLC to hold a race through Borough streets and to use 201 Broadway as a staging area. *(Application pending completion. Request was sent to the Grounds Committee for review as well as the Emergency Management Coordinator.)*

Motion _____Second _____ (vv)

ITEMS OF DISCUSSION

Block 59, Lot 16, a/k/a 235 Edgewater Avenue – Administrator Giles

2027 Reorganization Date

2027 Council Meeting Dates – Typically 4th Monday of the month starting at 6:30 p.m. (No direct holiday interference for 2027, consider December's due to proximity of holidays.)

COMMUNICATIONS

New Jersey League of Municipalities Membership Dues Notice

Notice of the Declaration of Taking Recorded for 185 Broadway from Solicitor Sheehan

GCUA Public Hearing Notice on Proposed Rate Increase of 4%

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

EXECUTIVE SESSION

RESOLUTION No. 151-2026 - Authorizing an Executive Session to Discuss Personnel Matters

*Motion _____Second _____**(vv)***

ADJOURNMENT

*Motion _____Second _____**(vv)***

Next Meeting
Monday, December 14, 2026

BOROUGH OF WESTVILLE

Regular Council Meeting
165 Broadway
October 26, 2026
Meeting Minutes

Mayor Sims called the October 26, 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: Mayor Fitz H. Sims, Jr., Council Members: Joe Bobiak, Donna Domico, Travis Lawrence, Mandi McCullough, Bruce Nordaby, and Tracy Van Acker

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

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 and noting that this is the second attempt to sell the property. The minimum bid was set to $25,000, and no bidders came forward to make an offer.

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**.**

September 28, 2026 – Council Meeting Minutes
October 13, 2026 – Special 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 Van Acker, seconded by Council Member McCullough and the motion was carried by a unanimous voice vote.

There were no Public Comments.

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.

COMMITTEE REPORTS FOR SEPTEMBER 2026
A motion to approve all reports, as submitted, was made by Council Member Bobiak, seconded by Council Member Domico 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 tree lighting event will be held on Friday, Dec. 4, at 6 pm in Thomas West Park. Gifts have been ordered.

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

Ordinance and Code Enforcement
Council Members: Van Acker (C), Domico, Nordaby
Multiple ordinances are being reviewed for introduction at the November meeting.

Personnel-Contracts
Council Members: Domico (C), Nordaby, Lawrence
Certain shared service agreements will be discussed later in the meeting.

Redevelopment Liaison
Council Members: Nordaby (C), Domico, Lawrence
The deposit for the declaration of taking of 185 Broadway was made. Once the declaration of taking is record, the Borough will have ownership of the property. Superintendent Finger has already started to clean up the property.

Planning & Business Development
Council Members: Lawrence (C), McCullough, Nordaby
Signs with QR codes to the mapping website are being made, with a special thanks to Resident Cassidy Napoli.

Public Buildings, Grounds/Parks & Playgrounds
Council Members: Bobiak (C), Domico, McCullough
Motion by Council Member Domico to ***Approve*** *designating two staff parking spots in the municipal lot for library employees. Seconded by Council Member McCullough and carried by a unanimous voice vote.*
The water has been shut off to the clubhouse to prevent any winter damage from occurring.

Public Safety & Municipal Court
Council Members: Nordaby (C), Domico, Lawrence
No Update

Water/Sewer/Highway/Street
Council Members: Domico (C), McCullough, Van Acker
Rainfall this month was nearly four times higher than the previous year, causing gallonage through the sewer system to nearly double.

NEW BUSINESS:

RESOLUTION CONSENT AGENDA:
RESOLUTION No. 133-2026 – Authorizing Approval of the Bill List for October 26, 2026

RESOLUTION No. 134-2026 – Grant Agreement Between the Borough of Westville and the State of New Jersey by and for the Department of Environmental Protection

RESOLUTION No. 135-2026 – Resolution Establishing and Implementing a Fair and Open Process for the Selection of Various Professional Service Providers for the Borough of Westville for the Year 2027

Council Member Domico noted for the audience that resolution 134 concerns a 4.95 million dollar grant from the Solvay settlement awarded for GAC filtration work. Mayor Sims thanked the committee, Administrator Giles, and Superintendent Finger for handling the matter and acknowledged ongoing efforts to obtain the settlement funds from the Department of Environmental Protection.

A motion to **Adopt** Resolutions 133-2026 through 135-2026 was made by Council Member Lawrence, seconded by Council Member McCullough and the vote was as follows:

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

END OF RESOLUTION CONSENT AGENDA

RESOLUTION No. 136-2026 – A Resolution Authorizing the Borough of Westville to Enter Into the New Jersey Cooperative Purchasing Alliance Cooperative Pricing Agreement

A motion to **Adopt** Resolution 136-2026 was made by Council Member Domico, seconded by Council Member Lawrence and the vote was as follows:

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

JIF Dividend Announcement regarding eligibility to share in the surplus generated from strong safety programs, claims management and other cost control programs. (Recommendation from Chief Financial Officer Bruno is to accept the $50,405 Dividend amount.)

A motion to **Accept** the JIF dividend in the amount of $50,405 as recommended by the Chief Financial Officer was made by Council Member Van Acker, seconded by Council Member Lawrence and the motion was carried by a unanimous voice vote.

REQUEST from the Parkview Panthers Robotics Team to place a bat house designed for the endangered little brown bat that is native to New Jersey around the pond in Thomas West Park.

A motion to **Approve** the request from the Parkview Panthers Robotics Team was made by Council Member Bobiak, seconded by Council Member Lawrence and the motion was carried by a unanimous voice vote.

NOTICE of resignation submitted by Darlene Powell from her position as Crossing Guard within the Police Department, effective October 30, 2026.

A motion to **Accept** the notice of resignation was made by Council Member Domico, seconded by Council Member Bobiak and the motion was carried by a unanimous voice vote.

ITEMS OF DISCUSSION:

Administrator Giles reported that the annual best practices review, conducted each October by the clerk and CFO, assesses compliance with New Jersey state regulations and requires a minimum score of 34 to receive full state aid. The Borough has exceeded that threshold and remains in compliance with recent regulatory changes, though some adjustments are underway. Administrator Giles indicated the Borough's score was approximately 43. Mayor Sims requested that the full list and scoring details be provided to the Council, and Administrator Giles obliged stating it would be sent following the meeting.

Administrator Giles reported that the construction secretary in the office resigned suddenly without notice. To provide immediate coverage, Linda Sims was brought back from retirement on a temporary basis for a couple of weeks. Administrator Giles indicated that eight applications have been received for the position so far and requested that interviews be scheduled within the next two weeks to hire a replacement quickly. As Personnel Committee members, Council President Nordaby and Council Member Domico tentatively identified a time on election day to conduct interviews, with Administrator Giles agreeing to send additional details by email once confirmed.

COMMUNICATIONS:

No communications received.

PUBLIC PORTION:

Council Member Domico made a motion to **open the meeting to the public**, which was seconded by Council Member Lawrence was unanimously approved by voice vote.

Resident Stacy Murphy of 320 Highland Ave. questioned about putting the GCL matter on the ballot. She inquired about 1 Deadline Dr., asking whether a deed restriction had been placed on it and what would happen if the developer failed to proceed with the project. Administrator Giles and Solicitor Scaffidi confirmed that the property is deed restricted for cannabis use and that it must revert to the Borough if the developer does not act within five years. Ms. Murphy also inquired about stop signs that she had raised at a previous meeting. Council Member Domico explained the budgeting process, noting that the requested $50,000 for illuminated stop signs is not currently available in the street budget but could be considered for the next fiscal year after going through committee review. Ms. Murphy then asked about the recent tax revaluation and where additional tax revenue goes. Administrator Giles clarified that revaluation redistributes the same total tax collection among residents differently based on property value changes, with no additional surplus being created. Finally, Ms. Murphy asked why Westville has a fire tax when other nearby municipalities do not. Mayor Sims explained that in 1989, two volunteer fire companies merged and sought voter approval for a fire tax to fund the combined operation, which was approved by referendum.

Anthony Alveario of Woodbury addressed the council about the GCL and its impact on property valuations along the rail corridor. Mr. Alveario recommended that if the GCL project proceeds, the Borough should immediately petition for a quiet zone to protect residents from noise, noting that such designations typically take seven years to obtain. He also urged the council to put the GCL question directly on the ballot without waiting for a petition, arguing that most residents lack time to sign documents. Mr. Alveario stressed that a nonbinding resolution would signal community opposition and could prove valuable in litigation involving New Jersey Transit. Mayor Sims answered that the matter would be listed on the next agenda.

Charles Hughes of Woodbury reported that five municipalities between Camden and Glassboro have already taken positions opposing the GCL through resolutions or ballot questions, with Westville being the next stop for their activist group. Mr. Hughes noted that Woodbury Heights initially adopted a resolution and later placed the matter on the ballot, where 65 percent of voters opposed the project. Council Member Domico expressed concern that opposition groups were being aggressive and singling out Westville and Mayor Sims, though Mr. Hughes maintained the group was simply working through municipalities, and added that a resolution of opposition would be helpful if a court case were to later arise regarding the matter.

Dottie Zold of 404 Broadway raised the possibility of establishing a community garden on borough property and asked whether the agenda and resolutions could be positioned more prominently on the municipal website to increase community engagement. She also requested an update on her petition asking for support for residents regarding the revaluation and expressed that council support for exploring the issue does not commit Westville to costs, as the matter is state-mandated and beyond local control. Mayor Sims answered that there was previous interest in a community garden that had issues

with lack of volunteerism, that they would investigate options available with the Web Master, and that Council was still completing their due diligence on the petitioned request. Ms. Zold further suggested allowing residents to transfer unused speaking time to other speakers. Council Member Domico advised that speakers were rarely held to the five-minute time limit citing that multiple speakers had over ten minutes just at tonight's meeting, and advised the limit was used in the event of a full house when no time limit could result in a meeting going all night.

Resident Gregory Hoppe of 214 Summit Ave. praised Superintendent Finger for maintenance work on the water tower.

Resident Gwen Herzalla of Broadway spoke on behalf of Harry Blaschke, a longtime resident, raising traffic safety concerns including speeding on North Broadway and Walnut Street, vehicles leaking oil, and poor compliance with stop signs near Parkview School, as well as inquiries about street signage, security cameras, and the income restrictions at the senior apartments on Broadway and Walnut.

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

COMMENTS FROM MAYOR/COUNCIL/DEPARTMENT HEADS:

Engineer Bryson reported that plans and specifications were awaiting approval to advertise for bids, and he committed to following up after Friday outreach in response to Administrator Giles 's concerns of missing deadlines for the CDBG grant. Regarding parking lot paving, Engineer Bryson indicated design plans were underway, with 25 anticipated parking spaces and the existing garage to be retained. Engineer Bryson also provided updates on the River Drive project, noting a contractor meeting scheduled for Thursday to review concrete work and scheduling the delivery of the structure from the manufacturer remained pending after a September target date was missed. Mayor Sims requested follow-up with PSE&G regarding an unresponsive guidewire that poses a hazard on the path.

Chief Packer commended the Home and School Association's trunk-or-treat event on Friday, praising participation from police, fire, and public works.

Council Member Domico addressed resident concerns about water safety, clarifying that Westville water is safe to drink and use. The GAC filters are operational and remove volatile organic compounds and PFAS, while noting that DEP dictates the language of required notifications. She directed residents to the DEP website drinking water viewer for detailed water quality information.

Council President Nordaby reminded residents to drive carefully during Halloween and asked about trick-or-treat timing, which Mayor Sims confirmed as 4 to 8 p.m.

Mayor Sims thanked the Home and School Association for the Trunk or Treat event and encouraged all residents to vote regardless of who they support.

EXECUTIVE SESSION:

The Deputy Clerk read **Resolution No. 137-2026 -** Authorizing an Executive Session to discuss personnel matters.

A motion to **Adopt** Resolution No. 137-2026 was made by Council Member Lawrence, seconded by Council Member McCullough, and the motion was carried by a unanimous voice vote.

Time In - Executive Session: 7:14 pm

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

Time Out – Executive Session: 8:13 pm

NEW BUSINESS:

Council Member Domico identified issues with the livestreaming camera with Council. Discussion was had about possible solutions including moving the camera or adding a second camera. Council resolved that Administrator Giles was to set an appointment with the camera vendor to come out and review what options could work.

ADJOURNMENT:

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

The meeting was adjourned at 8:17 pm.

Respectfully Submitted,

Sydney Packer

Sydney Packer
Deputy Municipal Clerk

Next meeting
Monday, November 23, 2026

Ordinance

No. 12-2026

ORDINANCE OF THE BOROUGH OF WESTVILLE AMENDING CHAPTER 272, RENTAL PROPERTY, IN THE CODE OF THE BOROUGH OF WESTVILLE

BE IT ORDAINED by the Borough Council of the Borough of Westville, County of Gloucester, and State of New Jersey amending Chapter 272, Rental Property, in the Code of the Borough of Westville, as follows:

Section 1. Article I. SECTION 272-1 Definitions

Unless the context clearly indicates a different meaning, the following words or phrases, when used in this chapter, shall have the following meanings:

AGENT

The individual or individuals designated by the owner as the person(s) authorized by the owner to perform any duty imposed upon the owner of this chapter. The term does not necessarily mean a licensed real estate broker or salesman of the State of New Jersey, as those terms are defined by N.J.S.A. 45:15-3; however, such term may include a licensed real estate broker or salesman of the State of New Jersey, if such person designated by the owner as his agent is so licensed.

APARTMENT or DWELLING

Any apartment, cottage, bungalow, any room or rooms in a rooming house/boardinghouse or other dwelling unit consisting of one or more rooms occupying all or part of a floor or floors in a building, whether designed with or without housekeeping facilities for dwelling purposes and notwithstanding whether the apartment be designed for residence, for office or the operation of any industry or business or for any other type of independent use. Each dwelling unit shall contain no more than one kitchen or cooking facility.

COMMERCIAL

Related to or connected with trade and traffic or business and commerce.

COMMERCIAL UNIT

A building or structure, or any part thereof, used for the manufacturing, processing or assembling of material or manufactured products or for research,

office, industrial, commercial, retail, service, recreational, hotel or motel facilities or for warehousing purposes or for any combination thereof.

DWELLING UNIT

Any room or rooms or suite or apartment, including any room or rooms in a rooming house/boardinghouse, whether furnished or unfurnished, which is occupied or intended, arranged or designed to be occupied for sleeping or dwelling purposes by one or more persons, including but not limited to the owner thereof or any of his servants, agents or employees, and shall include all privileges, services, furnishings, furniture, equipment, facilities and improvement connected with use or occupancy thereof. Each dwelling unit shall contain no more than one kitchen or cooking facility.

FAMILY MEMBER

Shall be deemed an individual related to the property owner by blood, marriage, adoption, domestic partnership, or legal guardianship.

OWNER

Any person or group of persons, firm, corporation or officer thereof, partnership, association or trust who owns, operates, exercises control over, or is in charge of a rental facility.

OWNER-OCCUPIED

A portion of a rental facility, dwelling, commercial unit or dwelling unit shall be considered owner-occupied if the owner makes his primary residence therein. A person may have only one primary residence in the Borough.

PERSON

An individual, firm, corporation, partnership, association, trust or other legal entity, or any combination thereof.

REGISTRANT

The person to whom the registration is issued pursuant to this chapter. The term "registrant" includes within its definition the term "agent," where applicable.

REGISTRATION

The registration issued by the Borough Clerk or designee attesting that the rental unit has been properly registered in accordance with this chapter.

RENT or RENTED

Occupied by any person or persons other than the owner, regardless of whether there is a written or oral agreement and regardless of whether the owner receives consideration for the occupancy.

RENTAL FACILITY

Every building, group of buildings or a portion thereof consisting of fewer than three dwelling units and having sleeping facilities for fewer than 25 occupants, kept, used, maintained, advertised or held out to be a place where living accommodations are supplied, whether furnished or unfurnished, for pay or other consideration, to one or more individuals.

RENTAL UNIT

A dwelling unit or commercial unit which is available by lease, rental or otherwise to person other than the owner. "Rental unit" shall not include that portion of a rental facility, dwelling, commercial unit or dwelling unit that is owner-occupied.

TENANCY

Occupancy of the unit by one or more tenants.

TENANT

Occupant in a unit other than the owner.

Section 3. Article I. SECTION 272-11 Fees

At the time of the filing of the registration form and prior to the issuance of a registration certificate, the owner or agent of the owner must pay a fee in accordance with the following:

A. REGISTRATION FEES

An annual registration fee is required for each rental unit due and payable on or before January 2 for a 12-month period according to the following schedule:

1. For each non-owner-occupied rental units: $185.00 per unit. All previously registered rental units are required to pay a full year registration regardless of when they are actually rented. For example: if a unit previously rented and is vacant in July and August and has not renewed the registration, a full $185.00 is due regardless of when the unit is re-registered. All new rental units not previously rented shall be prorated for registration beginning the date of inspection and expiring in the succeeding year on

December 31. For example, if a new rental unit is leased in July the registration will be registered for the remaining of the current calendar year and the succeeding calendar year expiring on December 31 on a pro-rated basis.

2. If there are eight or more rental units on a property (block and lot), for each non-owner-occupied rental units: $80.00 per unit.

B. INSPECTION FEES

A Certificate of Inspection fee of $100.00 is required upon every change in ownership, tenancy or inspection. A Certificate of Compliance which is due yearly and included in the annual registration fee shall be completed on a yearly basis.

Reinspection Fees for both the Certificate of Inspection and Certificate of Compliance are as follows:

1. First reinspection: $50.00 per unit;
2. Second reinspection: $60.00 per unit;
3. Third reinspection: $75.00 per unit; and
4. Fourth or subsequent reinspection: $100.00 per unit.

C. If the owner of the property is a senior citizen or disabled citizen who resides in a unit of the property and rents out the remaining units and would otherwise qualify under the State of New Jersey property tax deduction under N.J.S.A. 54:4-8.41, there shall be no fee.

D. If any fee is not paid within 30 days of its due date, a late fee surcharge of $50.00 will be assessed.

E. Non-Owner-Occupied Dwellings Occupied by Family Members

Notwithstanding any other provision of this Chapter, a non-owner-occupied dwelling occupied by a Family Member, as defined herein, shall be subject to the following registration, inspection, and compliance requirements:

1. Registration and Annual Affidavit Requirements.

All non-owner-occupied dwellings occupied by a Family Member shall be registered annually with the Borough of Westville. The annual registration fee shall be **$40.00**.

At the time of initial registration and upon each annual renewal thereafter, the property owner shall submit a new signed affidavit certifying the familial relationship between the occupant and the property owner or the property owner's spouse. The affidavit shall further certify that no rent or other consideration is paid to the property owner in exchange for occupancy.

The submission of a completed annual registration application, payment of the required registration fee, and submission of a new affidavit shall be required to maintain the dwelling's eligibility for the provisions of this Section.

2. Annual Inspection Requirements.

Non-owner-occupied dwellings occupied by a Family Member shall be subject to an annual inspection limited to the **exterior of the dwelling and the surrounding yard and property**.

An interior inspection shall not be required solely by virtue of the dwelling being occupied by a Family Member, except as otherwise required or authorized by applicable law.

3. Exemption from Rental Property Classification and State Rental Inspection Requirements.

A non-owner-occupied dwelling occupied by a Family Member, as defined herein, for which no rent or other consideration is paid to the property owner in exchange for occupancy, shall not be deemed a rental property for purposes of this Chapter.

Such dwelling shall not be subject to State inspection requirements applicable specifically to rental properties, including the lead-based paint inspection requirements established pursuant to N.J.S.A. 52:27D-437.16 et seq. and N.J.A.C. 5:28A, provided that the dwelling qualifies for exclusion from such requirements under applicable State law.

Notwithstanding the foregoing, such dwelling shall remain subject to the annual registration, affidavit, and exterior inspection requirements established under this Section, together with all applicable property maintenance, health, safety, and other code requirements.

4. Continued Compliance with Applicable Codes and Ordinances.

All non-owner-occupied dwellings occupied by a Family Member shall remain subject to all applicable Federal, State, County, and Borough laws, codes, ordinances, rules, and regulations, including the applicable provisions of the International Property Maintenance Code, as adopted by the Borough.

Nothing contained herein shall limit or restrict the Borough's authority to enforce applicable property maintenance, health, safety, zoning, or other code requirements.

The Borough shall retain the authority to conduct inspections as otherwise permitted by law and to issue notices of violation, warnings, summonses, or other enforcement correspondence throughout the year to ensure continued compliance, including the maintenance of the dwelling's exterior, yard, and surrounding property.

5. Change in Occupancy or Rental Status.

In the event that a Family Member vacates the dwelling and the property is subsequently rented or leased to an individual who does not qualify as a Family Member under this Chapter, the dwelling shall become subject to all applicable rental property requirements, including those set forth in Chapter 272-11.

Prior to occupancy by a non-Family Member tenant, the property owner shall apply for and obtain the required Certificate of Inspection. No such dwelling shall be occupied by a non-Family Member tenant until the required inspection has been completed and the Certificate of Inspection has been issued.

The property owner shall further be required to register the dwelling as a rental property with the Borough of Westville and pay all applicable registration and inspection fees within thirty (30) days following the commencement of the rental or lease, unless an earlier deadline is required by another provision of this Chapter.

6. Owner's Responsibility to Report Changes.

The property owner shall notify the Borough in writing of any change in occupancy, familial relationship, or rental status that may affect the dwelling's eligibility for the provisions of this Section.

Such notification shall be submitted within thirty (30) days of the change. However, where the change involves conversion of the dwelling to a rental property, the owner shall comply with all applicable inspection and certification requirements prior to occupancy by a tenant.

Failure to notify the Borough of a change in occupancy or rental status shall constitute a violation of this Chapter and may subject the property owner to the penalties and enforcement provisions established herein.

Section 3. Repealer

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

Section 4. 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 5. 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: November 23, 2026
Adopted:

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Resolution

No. 138-2026

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 November 23, 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 November 23, 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, November 23, 2026.

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Range of Checking Accts: First to Last Range of Check Dates: 10/27/26 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
CAPITAL 1ST COL	CAPITAL - 1ST COLONIAL					
1966	11/20/26	BRY02	BRYSON & YATES CONSULTING ENG.	412.50		6998
1967	11/20/26	NWF01	NW Financial Group, LLC	5,665.00		6998
1968	11/20/26	PAR06	PARKER MCCAY	3,065.06		6998

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	3	0	9,142.56	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	3	0	9,142.56	0.00

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num
CURRENT - 1ST	CURRENT - 1ST COLONIAL					
34039	11/06/26	ALB05	THOMAS ALBRIGHT	300.00		6992
34040	11/06/26	COM11	COMCAST BUSINESS	2,218.51		6992
34041	11/06/26	COM14	COMCAST BUSINESS	713.42		6992
34042	11/06/26	GAI01	JULIENNE GAINES	300.00		6992
34043	11/06/26	GAT01	GATEWAY BOARD OF EDUCATION	348,990.00		6992
34044	11/06/26	GIL05	RYAN J. GILES	1,332.00		6992
34045	11/06/26	GLO02	COUNTY OF GLOUCESTER - TAXES	592,032.42		6992
34046	11/06/26	GOO04	SHARON GOODROW	300.00		6992
34047	11/06/26	KAS02	ABRAHAM KASSE	300.00		6992
34048	11/06/26	LOW01	LOWE'S BUSINESS ACCOUNT	230.16		6992
34049	11/06/26	MET01	MET LIFE	2,295.68		6992
34050	11/06/26	PRI07	Primepoint, LLC	671.45		6992
34051	11/06/26	ROB08	ANNA ROBINSON	300.00		6992
34052	11/06/26	RUT05	RUTGERS OFFICE OF CONT.PRO.EDU	490.00		6992
34053	11/06/26	STE02	KIMBERLY STEPHENSON	400.00		6992
34054	11/06/26	STE05	JOHN STEPHENSON	400.00		6992
34055	11/06/26	TRO02	TROPICANA HOTEL, INC.	1,215.00		6992
34056	11/06/26	VIC01	KAREN VICK	300.00		6992
34057	11/06/26	WAR04	TANYA WARD	300.00		6992
34058	11/06/26	WES05	WESTVILLE BOARD OF EDUCATION	268,136.50		6992
34059	11/06/26	WES10	WESTVILLE FIRE DISTRICT NO. 1	66,048.94		6992
34060	11/20/26	AMA07	AMAZON CAPITAL SERVICES, INC.	296.07		6995
34061	11/20/26	AME05	SOUTHERN NJ EMP. BENEFITS FUND	53,218.20		6995
34062	11/20/26	ATT02	AT& T MOBILITY	1,015.56		6995
34063	11/20/26	AUT03	AUTO & TRUCK PARTS OF DEPTFORD	62.60		6995
34064	11/20/26	AUT05	AUTO ZONE, INC	720.13		6995
34065	11/20/26	BRY02	BRYSON & YATES CONSULTING ENG.	570.00		6995
34066	11/20/26	COM11	COMCAST BUSINESS	2,218.51		6995
34067	11/20/26	COM14	COMCAST BUSINESS	713.62		6995
34068	11/20/26	COP02	STEVE COPE	5,000.00		6995
34069	11/20/26	COP03	COPS	289.00		6995
34070	11/20/26	COU03	COUNTY CONSERVATION CO. LLCORP	50.00		6995
34071	11/20/26	DED01	LINDA A. DEDRICK	125.00		6995
34072	11/20/26	FER06	FERRY ENGRAVING AWARS & GIFTS	780.00		6995
34073	11/20/26	GAL01	GALL'S INCORPORATED	846.39		6995
34074	11/20/26	GLO12	GLOUCESTER COUNTY MAYORS ASSO	200.00		6995
34075	11/20/26	GLO14	GLO. CO. UTILITIES AUTHORITY	56,704.65		6995
34076	11/20/26	HAR11	J. HARTE ASSOCIATES, LLC	4,867.13		6995
34077	11/20/26	HAU03	Robert Hauck	300.00		6995

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num
CURRENT - 1ST	CURRENT - 1ST COLONIAL		Continued			
34078	11/20/26	HOR03	VIRGINIA HORN	106.25		6995
34079	11/20/26	HUT04	S. DANIEL HUTCHISON	1,050.00		6995
34080	11/20/26	KIN02	KINGS III OF AMERICA, LLC	117.51		6995
34081	11/20/26	LOM01	GARY H. LOMANNO	1,250.00		6995
34082	11/20/26	LOW01	LOWE'S BUSINESS ACCOUNT	278.66		6995
34083	11/20/26	MAJ01	MAJESTIC OIL COMPANY, INC.	14,891.59		6995
34084	11/20/26	MAS02	W.B. MASON CO., INC	303.13		6995
34085	11/20/26	MIL04	MILLER & SONS BUILDERS, INC.	450.00		6995
34086	11/20/26	MIL08	BENJAMIN MILLS	1,200.00		6995
34087	11/20/26	NWF01	NW Financial Group, LLC	2,500.00		6995
34088	11/20/26	OHA01	NICOLE O'HARA	55.56		6995
34089	11/20/26	OMN01	OMNI RECYCLING GROUP, LLC.	2,814.68		6995
34090	11/20/26	PAR06	PARKER MCCAY	2,027.75		6995
34091	11/20/26	PIT05	PITNEY BOWES, INC. SUPPLIES	483.09		6995
34092	11/20/26	PIT06	PITNEY-BOWES BANK INC-PUR POW	1,200.00		6995
34093	11/20/26	PKF01	PKF O'CONNOR DAVIES, LLP	7,240.00		6995
34094	11/20/26	PUB02	PUBLIC SERVICE ELECTRIC & GAS	10,580.36		6995
34095	11/20/26	SAL03	ROSEMARY SALMIERI	150.00		6995
34096	11/20/26	SLO01	DEBRA A. SLOTNICK	75.00		6995
34097	11/20/26	SMI07	SMITH BROS. ORCHARDS, INC.	243.00		6995
34098	11/20/26	SOU07	SOUTH JERSEY NEWSPAPERS CO.INC	100.00		6995
34099	11/20/26	STA13	STAPLES BUSINESS ADVANTAGE	85.15		6995
34100	11/20/26	THO05	THOMSON REUTERS-WEST	294.50		6995
34101	11/20/26	VER03	VERIZON	1,787.73		6995
34102	11/20/26	WAL01	MICHELLE R. WALLER	100.00		6995
34103	11/20/26	WES10	WESTVILLE FIRE DISTRICT NO. 1	4,987.59		6995
34104	11/20/26	WHE01	PNC BANK-WHEELABRATOR TECHNOLO	16,230.86		6995
34105	11/20/26	WIN04	WINZINGER RECYCLING SYSTEMS	53.61		6995
34106	11/20/26	XER01	XEROX CORPORATION	469.93		6995

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	68	0	1,486,376.89	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	68	0	1,486,376.89	0.00

UNEMPLOYMENT						
295	11/20/26	STA09	STATE OF NJ - EMPLOYER ACCTS	13,581.00		6999

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	13,581.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	13,581.00	0.00

WATER - 1ST COL	WATER - 1ST COLONIA;					
11604	11/06/26	COM14	COMCAST BUSINESS	68.80		6993
11605	11/06/26	HAR08	THE HARTFORD-PRIORITY ACCOUNTS	102.90		6993
11606	11/06/26	LOW01	LOWE'S BUSINESS ACCOUNT	232.64		6993
11607	11/06/26	MET01	MET LIFE	983.86		6993
11608	11/06/26	VER07	VERIZON WIRELESS	40.01		6993
11609	11/20/26	AME05	SOUTHERN NJ EMP. BENEFITS FUND	22,807.80		6996
11610	11/20/26	CAR10	CARUS LLC	3,415.50		6996
11611	11/20/26	COM14	COMCAST BUSINESS	68.80		6996
11612	11/20/26	ENV02	ENVIRONMENTAL RESOURCE ASSOC.	375.20		6996

Check #	Check Date	Vendor		Amount Paid	Reconciled/Void	Ref Num
WATER - 1ST COL		WATER - 1ST COLONIA; Continued				
11613	11/20/26	GAN02	RODNEY L. GANDY	196.94		6996
11614	11/20/26	HAC01	HACH COMPANY	837.26		6996
11615	11/20/26	ONE01	ONE CALL CONCEPTS, INC.	110.70		6996
11616	11/20/26	PUB02	PUBLIC SERVICE ELECTRIC & GAS	6,094.76		6996
11617	11/20/26	VES01	VESTIS SERVICES, LLC	459.75		6996
11618	11/20/26	WOR02	WNG RETAIL LLC	769.21		6996

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	15	0	36,564.13	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	15	0	36,564.13	0.00

WATER CAP - 1ST		WATER CAPITAL - 1ST COLONIAL				
660	11/06/26	SCH01	A. C. SCHULTES	77,126.00		6994
661	11/20/26	BRY02	BRYSON & YATES CONSULTING ENG.	1,854.00		6997

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	2	0	78,980.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	2	0	78,980.00	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	89	0	1,624,644.58	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	89	0	1,624,644.58	0.00

Totals by Year-Fund

Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	1,485,588.30	788.59	0.00	1,486,376.89
WATER UTILITY	6-05	36,564.13	0.00	0.00	36,564.13
Year Total:		1,522,152.43	788.59	0.00	1,522,941.02
	C-04	9,142.56	0.00	0.00	9,142.56
	C-06	78,980.00	0.00	0.00	78,980.00
Year Total:		88,122.56	0.00	0.00	88,122.56
	U-18	13,581.00	0.00	0.00	13,581.00
Total Of All Funds:		1,623,855.99	788.59	0.00	1,624,644.58

Resolution

No. 139-2026

AUTHORIZING THE PLACEMENT OF PROPERTY MAINTENANCE LIENS

WHEREAS, the Borough has incurred costs related to property maintenance at 401 Delsea Drive, Block 65, 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 $2,875.77 against the property located at 401 Delsea Drive, 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, November 23, 2026.

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Block/Lot	Owner of Record	Address	Amount	Date
65/25	Alvin Hand	401 Delsea Drive	$2,875.77	11/04/2026

Borough of Westville

"Gateway to South Jersey"

Department of Public Works

114 Crown Point Road
Westville, NJ 08093-1148
Telephone: 856-456-7785
Fax: 856-456-2606
www.westville-nj.com

Martin E. Finger, Jr., CPWM
Superintendent

Michael Ostrom, CPWM
Assistant Superintendent

BOROUGH OF WESTVILLE – **PROPERTY LIEN**

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

DATE OF SERVICE: 11/4/2026

ADDRESS: 401 Delsea Dr.
Westville, NJ 08093
Block 65, Lot 25

LABOR CHARGES: **$1,250.77**

6 laborers performed maintenance on the property.

Bill Packer:	$28.0096 per hour for 8 hours
Matt DiNardo:	$29.0481 per hour for 8 hours
Jacob Coleman	$38.1971 per hour for 8 hours
Keith Perry	$19.5625 per hour for 8 hours
CJ Van Acker	$20.7644 per hour for 8 hours
Dylan Haubenstein	$20.7644 per hour for 8 hours

EQUIPMENT CHARGES: **$1,600.00**

ExMark: $25.00 per hour for 8 hours
Push Mower (x1): $25.00 per hour for 8 hours
Weedwhacker (x3): $25.00 per hour for 8 hours
Hedge Trimmer: $25.00 per hour for 8 hours
Leaf Blower (x2): $25.00 per hour for 8 hours

ADMINISTRATIVE CHARGES: **$100.00**

GASOLINE FUEL SURCHARGE: **$25.00**

TOTAL COST: **$2,875.77**

BOROUGH OF WESTVILLE

PUBLIC WORKS DEPARTMENT

COMPAINT OR REQUEST FOR SERVICE FORM

Name: Lien Property Date: 11/4/26

Address: 401 Delsea Dr Time: 7:00 AM

Received By: _____ Division: HIGHWAY

NATURE OF COMPLAINT OR REQUEST

Block # _____

Lot # _____

Mow grass front & backyard, weed whack and leaf blower.

Letter Sent _____

If property is already mowed, do not mow. Sate below – Does not have to be mowed, owner is maintaining property.

DISPOSITION

Date: 11/4/26 Time: 3:00 pm

Personnel: (6) CJ VanAcker, Keith Perry, Matt DiNardo, Dylan Haubenstein Jake Coleman, Bill Packer

Equipment Used: (3) Weedwackers (2) Gas Blowers (1) push mower (1) ex mark Riding Mower (1) Hedge trimmer

Time Started: 7:00 AM

Time Finished: 3:00 pm

Removed 2yds of vegetation & (13) 64 gallon cans of trash.

OVERTIME REPORT

Time Called In: _____ Time Completed: _____

Total Hours Worked: _____ ☐ Pay ☐ Comp Time

_____ (Supt of P.W.)

Signature of Investigating Employee

(Continue on Back if Additional Space is Required)

Resolution

No. 140-2026

AUTHORIZING A PROPERTY TAX EXEMPTION FOR A TOTALLY DISABLED VETERAN, FOR THE PROPERTY KNOWN AS BLOCK 60, LOT 5, AUTHORIZING CANCELING THE 2026 4TH QUARTER AND 2027 1ST AND 2ND QUARTER TAXES

WHEREAS, there exists on the books of the Borough of Westville Tax Collector a certain property owner Angelo T. Broglin, who was granted the tax exemption of a Totally Disabled Veteran; and

WHEREAS, according to N.J.S.A. 54:4-3.30, Totally Disabled Veterans are exempt from New Jersey property taxes on their primary dwelling; and

WHEREAS, the 2026 4th Quarter taxes should be canceled in the amount of $1,855.15 and the 2027 1st and 2nd Quarters should be canceled in the amount of $2,526.61 and $2526.60;

WHEREAS, the Gloucester County Office of Assessment, after investigation, has verified Mr. Broglin's status and agrees that she is tax exempt as of September 30, 2026, and

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Westville that Angelo T. Broglin, 311 Edgewater Ave, Block 60, Lot 5 is hereby exempt from all real estate taxes on said property;

BE IT FURTHER RESOLVED that the Tax Collector is hereby authorized to remove said property owner from the tax levy for said property.

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, November 23, 2026.

BOROUGH OF WESTVILLE

ATTEST:

Fritz H. Sims, Jr.
MAYOR

Sydney Packer
DEPUTY MUNICIPAL CLERK

Resolution

No. 141-2026

AUTHORIZING A FAIR AND OPEN COMPETITIVE BIDDING PROCESS FOR THE REPLACEMENT OF THE BATHROOMS AT THE SENIOR CENTER THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

WHEREAS, the Borough of Westville recognizes the importance of maintaining safe, sanitary, and accessible bathroom facilities in the publicly owned building known as the Harry Laskowski Senior Center, herein referred to as the "Senior Center", located at 1035 Broadway; and

WHEREAS, the Borough has identified the need to renovate and improve the existing bathroom facility at the Senior Center to enhance accessibility and the overall condition; and

WHEREAS, the proposed replacement project is being funded, in part, through the Community Development Block Grant (CDBG) Program, administered by the New Jersey Department of Community Affairs (DCA); and

WHEREAS, the Borough of Westville desires to proceed with the project in accordance with the requirements of the CDBG Program and ensure that the procurement process provides for fair and open competition, transparency, and equal opportunity; and

WHEREAS, the Governing Body of the Borough of Westville intends to solicit competitive bids in accordance with N.J.S.A. 40A:11, and all applicable CDBG Program requirements and guidelines; and

WHEREAS, the Borough of Westville has determined that a fair and open process requires public advertisement of the bid notice in a manner and with sufficient time to provide notice in advance of the contemplation of the appointment and the criteria to be considered in making the appointment; and

WHEREAS, the Borough of Westville has determined that a fair and open process requires that all responses be publicly opened and announced and thereafter that all

appointments be made at a public meeting of the governing body and then published in accordance with N.J.S.A. 40A:11-5.

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

1. Authorizes the competitive public bidding process for the renovation of the bathroom facility at the Senior Center, utilizing funding made available through the Community Development Block Grant (CDBG) Program.

2. The Borough Clerk shall cause a legal notice to be published on the Borough Website at westville-nj.com with the criteria established for the competitive bid no later than November 24, 2026. The website posting shall inform potential applicants that all submissions must be made to the Office of Borough Clerk and received not later than 10:00 a.m. December 9, 2026.

3. Commencing at 10:01 a.m. on December 9, 2026, or as soon thereafter as may be possible, the Borough Clerk or his designee shall publicly open and announce all submissions in the Borough's public meeting room.

4. The Governing Body shall thereafter review all submissions, and the award of the contract shall thereafter be made at the next public meeting of the Mayor and Borough Council. Subsequent to the contract award, appropriate notice shall be published in accordance with the requirements of N.J.S.A. 40A:11-5.

BE IT FURTHER RESOLVED, that the Governing Body have determined that the terms of this Resolution constitute a fair and open process as to all positions included herein.

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, November 23, 2026.

BOROUGH OF WESTVILLE

ATTEST:

Fritz H. Sims, Jr.
MAYOR

Sydney Packer
DEPUTY MUNICIPAL CLERK

NOTICE AND ADVERTISEMENT TO BIDDERS

Notice is hereby given that the **BOROUGH OF WESTVILLE** will receive bids for the "**PY 2024 CDBG - REPLACEMENT OF BATHROOMS AT WESTVILLE SENIOR CENTER"**, in the Borough of Westville, County of Gloucester, NJ. Each bid shall remain sealed, to be opened and read at the Borough of Westville Municipal Building, 165 Broadway, Westville, NJ on **December 9, 2026 at 10:00 a.m.** prevailing time. All bids shall be presented to the Borough Clerk before this time.

The proposed work includes the following major items:

- **1 L.S. Provide and Install A.D.A Compliant Fixtures**
- **1 L.S. Provide and Install A.D.A Compliant Accessories**
- **1 L.S. Provide and Install Bathroom Partitions**

Plans, Specifications and Proposal Forms may be secured by prospective bidders during business hours (7:30 a.m. to 4:30 p.m. Monday thru Thursday; 7:30 a.m. to 11:00 a.m. Friday) at the office of Bryson & Yates Consulting Engineers, LLC, 307 Greentree Road, Sewell, NJ, upon payment of $100.00; and can be obtained up to 48 hours prior to the time set for the opening of the bids. Alternatively, plans and specifications can be sent via FedEx provided that the bidder has a FedEx account to cover shipping and handling. No refund shall be made for the return of such documents or shipping costs, if applicable. All technical questions may be directed to Bryson & Yates Consulting Engineers, LLC, via email at jbryson@brysonyates.com .

Each proposal bid must be accompanied by a bid bond or certified check for not less than ten percent (10%) of the amount of the bid, of which, the amount of the bond or certified check need not exceed $20,000, made payable to the **BOROUGH OF WESTVILLE**.

This project is funded through the 2024 Community Development Block Grant program and the successful bidder shall comply with CDBG Rules and Regulations. Consent of Surety and Power of Attorney is required for the Performance Bond.

All blank spaces in the proposal, except as otherwise noted, must be filled in; and no change shall be made in the phraseology of the proposals or of the item mentioned. All information that may be requested of the bidder in these specifications shall be included with this proposal. All erasures, interpolations, or other physical changes on the bid form shall be initialed or signed by the bidder.

The successful bidder will be required to furnish, within ten (10) days after the award, a Surety Corporation Performance Bond or Letter of Credit equal to one hundred percent (100%) of the contract price. All applicable surety bonds or LOC required must be written by a surety company listed on the Federal Treasury List (Department Circular 570-Surety Companies Acceptable on Federal Bonds) and such surety company must be acceptable to the **BOROUGH ADMINISTRATOR** and authorized to do business in the State of New Jersey.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. (Affirmative Action), P.L. 1963. C150 (New Jersey Prevailing Wage Act), and Americans with Disabilities Act of 1990 (42 U.S.C. 12101, et. seq.). The contractor is notified that he must comply with P.L. 1977, c. 33, and submit a Disclosure Statement listing Stockholders with his bid.

The contractor is further notified that he must comply with P.L. 1999 c. 238 Public Works Contractor Registration Act and he and any subcontractors must be registered in accordance with this act. The contractor is also further notified that he must comply with P.L. 2004 c. 57 and submit proof of a New Jersey Business Registration Certificate and submit proof of business registration for any named subcontractors in accordance with the act. This contract is subject to the provisions of the New Jersey Public Contracts Law, N.J.S.A. 40A:11-1, et seq.

Bids must be prepared on the standard proposal forms provided, in the manner designated therein. Each bid and USB must be enclosed in a sealed envelope, bearing the name and address of the bidder, and labeled **"PY 2024 CDBG - Replacement of Bathrooms at Westville Senior Center"** and shall be addressed to the Borough of Westville Clerk.

The OWNER reserves the right to reject any and/ or all bids, to waive any informalities, or to accept the bid, which in its judgment, best serves the interest of the OWNER.

Resolution

No. 142-2026

APPOINTING JENNIFER LOVELL TO THE PART-TIME POSITION OF ADMINISTRATIVE ASSISTANT IN THE BOROUGH OF WESTVILLE

WHEREAS, the Borough of Westville has identified the need for continued administrative support within the Construction, Housing, and Code Enforcement departments, and general office functions of the Borough; and

WHEREAS, the Mayor and Council find it necessary to fill this part-time position (29½ hours per week) to ensure continuity of services and support for office operations; and

WHEREAS, it is the recommendation of the Borough Administrator, the Personnel Committee and the Governing Body to appoint Jennifer Lovell to the part-time position of administrative assistant; and

WHEREAS, the position shall be compensated in accordance with the Borough's Salary Ordinance and personnel policies, or as otherwise approved by the Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey, that Jennifer Lovell is hereby appointed as part-time Office Administrative Assistant / Construction Technician effective November 18, 2026.

BE IT FURTHER RESOLVED that Jennifer Lovell shall perform duties including, but not limited to:

- Assisting the Construction Office
- Providing administrative support to the Housing & Code Enforcement Officer

- Performing general office and clerical duties as assigned by the Borough Administrator or appropriate department head

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, November 23, 2026.

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Resolution

No. 143-2026

AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR A RECYCLING DISPOSAL FACILITY WITH OMNI RECYCLING, LLC

WHEREAS, the Governing Body of the Borough of Westville has received and reviewed a Recycling Services Agreement between the Borough of Westville and OMNI Recycling, LLC for recyclable materials; and

WHEREAS, after due deliberation, the Borough of Westville has determined that it is appropriate to execute a five (5) year Agreement with OMNI Recycling, LLC for the recycling needs of the Borough of Westville effective January 1, 2027 through December 31, 2032.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Westville that the Mayor, or his designee, be and is hereby authorized and directed to execute the Recycling Services Agreement with OMNI Recycling, LLC.

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, November 23, 2026.

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

AGREEMENT FOR DISPOSAL FACILITY

This agreement for the Sale of Goods ("Agreement") made and effective January 1, 2027 between "Westville Borough" (Seller) or any designated successor and OMNI Recycling LLC a New Jersey Corporation (Buyer) located at 408 Lambs Road, Pitman, New Jersey 08071. Seller desires to sell to Buyer, and Buyer desires to purchase from Seller, certain tangible personal property.

NOW, THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

1. **Award** The award of the material marketing contract shall be to the "Westville Borough".

2. **Definitions**

Unless otherwise indicated, the following definitions shall be used:

SINGLE STREAM: Recyclable materials delivered in one distinct stream. Commingled Paper and Commingled Containers

Weight Slips: Shall mean the slip shall identify the generator, transporter, material delivered and the weight

Buyer: Is also known as the Market of designated recyclables

Seller: is also known as the Generator of designated recyclables

Payment: NET 30 DAYS

3. **Certification**

Seller agrees to sell, transfer and convey to Buyer, and Buyer certifies that it is a New Jersey approved recycling facility, by attached copy of permit issued by the New Jersey Department of Environmental Protection, and agree to purchase the following tangible personal property (the "Goods"):
Single Stream: Corrugated, Newspaper, and Commingled Containers.

4. **Price:** Rebate will be (Variable) based on the "Pulp and Paper Week" pricing for fiber and Recycling Markets. Net for Aluminum cans, Steel cans, Natural HDPE, Colored HDPE and Pet. See attached for example.

5. **Shipping**

Seller shall deliver the goods, after collection from seller. No material shall be held by Seller or Collector after the collection has been made. The Buyer shall not deny delivery of designated collected materials to the Seller or their designated Collector. Buyer shall not require delivery to another facility or location without compensation to Sell or Collector. The seller delivered material must not contain more than 3% residue or non-recyclable materials. The buyer (OMNI)

has the right to reject loads above the 3% and the seller has the right to review said load. If agreed the seller will be responsible for the cost. Cost not to exceed Gloucester County Landfill rate for disposal of trash, (only applies to the residual of trash).

6. Term

"Westville Borough" guarantees all recyclable materials listed in the contract will be disposed of at Omni Recycling LLC, 408 Lambs Road, Pitman, New Jersey 08071 and these materials shall not be disposed of at any other agencies or business for the life of this contact. This contract will start on January 1, 2027, and terminate on December 31, 2032 (5 years) Either party can terminate the agreement in writing 30 days prior to either of the Westville Borough . If for any reason "Westville Borough" takes, there contracted tons to another Processor other than Omni Recycling LLC. During the agreed contract period, Omni Recycling will hold "Bourgh" liable for a rebate of $-25.00/ton for the average tonnage received by Omni Recycling for the contracted duration.

7. Limitation of Liability

In no event shall Seller be liable for special, indirect, incidental or consequential damages arriving out of or connected with this Agreement or the Goods, regardless of whether a claim is based on contract, tort, strict liability or otherwise, nor shall Buyer's damages exceed the amount of the purchase price of the Goods.

8. Indemnification

The Buyer shall indemnify and hold harmless the "Borough" and their agents, servants, employees or subcontractors from and against all claims, damages, losses, and expenses incurred by Borough on any of the aforesaid claims that may result or arise directly or indirectly, from or by reason of the performance of the contract or from any act or omission by the Buyer, its agents, servants, employees or subcontractors and that results in any loss of life or property or in any injury or damage to persons or property.

Force Majeure:

a. "Force Majeure" shall mean any act, event or condition materially and adversely affecting the ability of a party to perform or comply with any material obligation, duty or agreement required under this agreement, if such act, event or condition is beyond the reasonable control of the non-performing party or its agents relying thereon, is not the result of the willful or neglect action, inaction or fault of the party relying thereon, and the non-performing party has been unable to avoid or overcome the act, event or condition by the exercise of due diligence , including, without limitation: (1) an act of God, epidemic, landslide, lightning, earthquake, fire, explosion, storm, flood, equipment failure or similar occurrence: (2) an act of public enemy, war, blockage, insurrection, riot, general unrest or restraint of government and people, civil disturbance or disobedience, sabotage, act of terrorism or similar occurrence; (3) a strike, work slowdown, or similar industrial or labor action; (4) an order or judgment (including without limitation a temporary restraining order, temporary injunction, preliminary injunction, permanent injunction, or cease and desist order) or other act of federal or state,

county or local court, administrative agency or governmental office or body which prevents a party's obligation as contemplated by this agreement; or (5) adoption or change (including a change in interpretation, enforcement or permit requirement) of any federal, state, or local law after the effective date of this agreement, preventing performance of or compliance with the obligations hereunder.

b. Neither party shall be liable to the other for damages without limitation (including liquidated damages) if such party's performance is delayed or prevented due to an event of Force Majeure. In such event, the affected party shall promptly notify the other of the event of Force Majeure and its likely duration. During the continuation of the Force Majeure event, the non-performing party shall (1) exercise commercially reasonable efforts to mitigate or limit damages to the performing party; (2) exercise commercially reasonable due diligence to overcome the Force Majeure event; (3) to the extent it is able, continue to perform its obligations under this agreement; and (4) cause the suspension of performance to be of no greater scope and no longer duration than the Force Majeure event requires.

c. In the event of a delay in either party's performance of its obligation hereunder for more than sixty (60) days due to a Force Majeure, the other party may, at any time thereafter, terminate this agreement.

9. Affirmative Action

1. State and Federal regulations:

d. The Buyer attention is directed to Attachment #1, entitled "New Jersey Public Law 1975, c. 127; Procurement or Service Contract, Mandatory Language" which is herein incorporated by reference.

e. The buyer shall also be bound by all Affirmative Action Regulations, Ordinances, Statues or Laws enacted subsequent to the award of Contract.

f. Failure to comply with any of the above provisions shall be considered a substantial breach of Contract resulting in a rejection of the Bid or Award.

10. Wage and Hour Requirements

1. Unless otherwise provided by law and approved by the Borough Council, the following provisions shall govern the performance of the work on this contract.

2. The buyer doing all of the work contemplated by this contract must comply with New Jersey Prevailing Wage Act, N.J.S.A. 34:11-121.25 et seq.

a. **Workman to be Paid Prevailing Wage Rates**. Each workman employed in the performance of this contract shall be paid the prevailing wage rate determined by the New Jersey Department of Labor and Industry.

b. **Failure to Pay Prevailing Wage Rates.** In the event that any workman employed by the buyer covered by this contract has been paid a rate of wages less than the prevailing wage required to be paid by this contract, the Borough may terminate the buyer's right to proceed with the work, or such part of the work as to which there has been failure to pay required Wages and to prosecute the work to completion or otherwise. The buyer hereunder and his/her sureties shall be liable to the "Borough of Westville" for any excess cost occasioned thereby.

c. **Posting Rates:** The buyer engaged in the performance of this contract shall post the prevailing wage rates for each craft and classification involved as determined by current State or Federal regulations, including the effective date of any changes thereof in a prominent and easily accessible place at the site of the work or such place or places as are used by them to pay workmen their wages.

d. **Statement of Wages Due** The buyer involved in the performance of this contract shall file a statement of wages due and comply with the provision of R S 34:11-121.33 prior to any final payment of any moneys due the buyer hereunder.

e. **Claims:** Where any claim is made that the buyer has failed to pay the prevailing wages or rates as required, the Borough may, but shall not be required to, retain such sums of money due the buyer as shall b sufficient to satisfy the said claim if established and proved to the satisfaction of the Law Department.

11. Assignment of Contract

The buyer shall not assign, transfer, convey, sublet or in any other manner dispose of this Contract or his obligations hereunder, nor shall he/she in any manner dispose of his right, title or interest in or to it or any part thereof, or assign by Power of Attorney or other instrument any of the moneys due, to become due, under this Contract unless the previous written consent to a total or partial assignment shall not dispense with the requirements of obtaining further consent in the event of a further other or partial or complete assignment. No such assignment, transfer, conveyance or other disposition with respect to all or any part of said Contract shall be valid or effective until the document evidencing said assignment, transfer, conveyance or other dispositions shall be filed in the office of the Contract Administrator, Borough, reviewed and approved by the Law Department, endorsed and certified by both or all parties to said transaction to be true and complete copy of the entire transaction. In no case shall assignment become effective without the written approval of the Department.

12. Breach of Contract...Causes for a Breach of Breach of Contract

(1). In addition to those instances specifically referred to in other sections herein contained, the Borough shall have the right at its option to terminate the Contract, said termination evidenced by a due and proper resolution of the Borough Council and by facsimile or mailing a certified copy thereof by the Contract Administrator, by certified mail return receipt, to the principal place of business of the buyer, under any one or more of the following circumstances:

f. If the Buyer becomes insolvent.
g. If the Buyer makes an assignment for the benefit of creditors pursuant to the statutes in such case made and provided.

h. In the event a voluntary or involuntary petition in bankruptcy shall be filed by or against the Buyer.
i. In the event the Buyer fails to commence work in accordance with the Specifications.
j. In the event the Buyer shall abandon the work.
k. In the event the Buyer shall refuse to accept material delivered by the Seller or their collector.
l. In the event the Buyer shall abandon any portion of the work to be performed under the Specifications.
m. If the Buyer shall fail to fully, properly, and in good and workmanlike manner perform any or all of the conditions, covenants or agreements contained within the Specifications
n. If the Buyer shall sublet, assign, convey, or otherwise dispose of his Contract or any portion thereof other than in accordance with the Specifications.
o. If a receiver or receivers or any other person shall be appointed by court order to take charge or custody of the Buyer's property, financial affairs or business.
p. If the Borough Council, upon the advise of the Contract Administrator, shall be of the opinion that the buyer is not or has not been performing the Contract in good faith and in accordance with the terms of the Specifications.
q. If the Buyer "skims", "light weights" or otherwise diverts or withholds credit of, or "adds", "heavy weights" or inflates or otherwise alters or falsifies weights or weight slips of collected recyclables.
r. If the Buyer or Recycling Market permit is revoked or suspended pending revocation.

13. Taxes

In no event shall Seller be responsible for any sales, use, excise or other tax imposed or levied upon the Goods or with respect to the payment of the purchase price for the Goods or the conveyance of title in the Goods to Buyer. In no event shall Buyer be responsible for any tax imposed upon Seller's income or for the privilege of doing business.

SELLER

_____ _____
Signature Print Name

_____ _____
Title Date

BUYER

_____ _____
Signature Print Name

_____ _____
Title Date

ATTACHMENT #1

Procurement and service Contract – Mandatory Language

P. L. 1975, C 127 (N. J. A. C. 17:27)
MANDATORY AFFIRMATIVE ACTION LANGUAGE

During the performance of this contract, the contractor agrees as follows:

The buyer or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The buyer agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The buyer or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the buyer, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation.

The buyer or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The buyer or subcontractor, where applicable, agrees to comply with th4 regulations promulgated by the Treasurer pursuant to P. L. 1975, c. 127, as amended and supplemented from time to time and the Americans with Disabilities Act.

The buyer or subcontractor agrees to attempt in good faith to employ minority and female workers consistent with the applicable county employment goals prescribed by N. J. A. C. 17:27-5.2

promulgated by the Treasurer pursuant to P. L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N. J. A. C. 17:27-5.2 promulgated by the Treasurer pursuant to P. L. 1975, c. 127, as amended and supplemented from time to time.

The buyer or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The buyer or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The buyer or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The buyer and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

Resolution

No. 144-2026

RESOLUTION OF THE BOROUGH OF WESTVILLE, COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY AUTHORIZING THE SUBMISSION OF A QUESTION TO THE PUBLIC IN A NON-BINDING REFERENDUM AT THE GENERAL ELECTION ON NOVEMBER 2, 2027

WHEREAS, N.J.S.A. 19:37-1, et seq., authorizes a governing body of any municipality who desires to ascertain the sentiment of the legal voters of the municipality upon any question or policy pertaining to the government or internal affairs thereof by adoption of a resolution requesting the County Clerk to print upon the official ballots to be used at the next ensuing general election a certain proposition as formulated and expressed in the resolution; and

WHEREAS, such request must be submitted by duly adopted resolution to the County Clerk not less than eighty-eight (88) days previous to the general election;

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

1. Pursuant to N.J.S.A. 19:37-1, et seq., the Governing Body of the Borough of Westville hereby determines to submit the following question to a non-binding vote at the next General Election, to be held on November 2, 2027:

BOROUGH OF WESTVILLE BALLOT MEASURE

Do you support the construction of the proposed Glassboro-Camden Line light rail transit system?

( ) YES ( ) NO

INTERPRETIVE STATEMENT

The Glassboro-Camden Line ("GCL") is a proposed light rail transit system between Camden and Glassboro. This non-binding referendum is intended to ascertain the sentiment of the legal voters of whether they support or oppose the construction of this transit system.

2. The Gloucester County Clerk is hereby requested to print the above question and Interpretive Statement on the official ballots for the Borough of Westville for the General Election to be held on November 2, 2027.

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Certification

I certify the foregoing Resolution No. 144-2026 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, November 23, 2026.

Sydney Packer
Deputy Municipal Clerk

Resolution

No. 145-2026

APPROVING THE 2025 ANNUAL AUDIT

WHEREAS, N.J.S.A 40A:5-4 requires the Governing Body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report for the year 2025 has been filed by a Registered Municipal Accountant with the Borough of Westville Municipal Clerk as per the requirements of N.J.S. 40A:5-6, and a copy has been received by each member of the Governing Body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the Governing Body of each municipality shall by Resolution certify to the Local Financial board of the State of New Jersey that all members of the Governing Body have reviewed, as a minimum, the sections of the annual audit entitled below; and

General Comments
Recommendations

WHEREAS, the members of the Governing Body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled above as evidenced by the Group Affidavit form of the Governing Body; and

WHEREAS, such Resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the Annual Audit, as per the regulations of the Local Finance Board; and

WHEREAS, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local Governing Body to the penalty provisions of R.S. 52:27BB-52 – to wit:R.S. 52:27BB52 – "A local officer or member of a local Governing Body who, after a date fixed for compliance, fails or refuses to obey

an order of the Director of Local Governing Services under the provisions of this Article, shall be guilty of a misdemeanor, and upon conviction, may be fined not more than one thousand dollars ($1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit their office."

NOW, THEREFORE BE IT RESOLVED that the Borough Council of the Borough of Westville hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968, and does hereby submit a certified copy of the Resolution and the required affidavit to said Board to show evidence of said compliance.

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, November 23, 2026.

ROLL CALL VOTE – Resolution No. 145-2026						
MEMBER	Motion	Second	Aye	Nay	Abstain	Absent
Bobiak						
Domico						
Lawrence						
McCullough						
Nordaby						
Van Acker						

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Certification

I certify the foregoing Resolution No. 145-2026 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, November 23, 2026.

Sydney Packer
Deputy Municipal Clerk

CERTIFICATION OF GOVERNING BODY OF THE ANNUAL AUDIT
GROUP AFFIDAVIT FORM

State of New Jersey
County of Gloucester

We, members of the Governing Body of the Borough of Westville, County of Gloucester, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the Borough Council of the Borough of Westville in the County of Gloucester.

2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2025;

3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled FINDINGS AND RECOMMENDATIONS:

_____ (L.S.) _____ (L.S.)

_____ (L.S.) _____ (L.S.)

_____ (L.S.) _____ (L.S.)

_____ (L.S.)

_____
Municipal Clerk

Sworn to and subscribed before me this 23rd day of November, 2026.
IN WITNESS Whereof, I have hereto set my hand and official seal.

_____
Notary Public of New Jersey

The Municipal Clerk shall set forth the reason for the absence of signature of any member of the governing body.

Resolution

No. 146-2026

RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN IN CONNECTION WITH THE AUDIT REPORT FOR THE YEAR 2025

WHEREAS, the Borough of Westville has received the Audit Report for the Year 2024; and

WHEREAS, The Division of Local Government Services promulgates that a Corrective Action Plan be formulated to address recommendations reported in the annual report of the Audit on the Financial Statements and reported to the Division of Local Government Services within sixty (60) days; and

WHEREAS, the Chief Financial Officer has prepared the Corrective Action Plan plan for the Borough of Westville, County of Gloucester, State of New Jersey, and submits to the Governing Body for approval;

Finding No. 2025-001

Criteria or Specific Requirement
New Jersey Statute 40A:4-46 requires that an emergency appropriation be authorized when there is a need for the expenditure of funds that was unforeseen at the time of budget adoption.

Recommendation
That the Borough establish internal controls for emergency authorizations and follow procedures to authorize emergency appropriations of additional funds in excess of the approved budgets are necessary.

Explanation and Corrective Action
Upon review of the nature of the expenditures outlined above, it was determined that they did not comport with the definition of an emergency; but instead resulted in inadequate funding of these line items which resulted in overspending of same; and therefore, for these purpose(s); an emergency was not declared. However, the appropriate Borough officials will remain aware of, and take the necessary steps to fully comply with statutes and not over expend line items.

Implementation Date:
Immediately

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Borough of Westville, County of Gloucester, State of New Jersey, that the corrective action plan by the Chief Financial Officer be and is hereby accepted.

BE IT FURTHER RESOLVED, that two certified copies of this Resolution are to be filed with the Director of the Division of Local Government Services.

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, November 23, 2026.

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Certification

I certify the foregoing Resolution No. 146-2026 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, November 23, 2026.

Sydney Packer
Deputy Municipal Clerk

Borough of Westville

"Gateway to South Jersey"

165 Broadway
Westville, NJ 08093-1148
Telephone: 856-456-0030
Fax: 856-742-8190
www.westville-nj.com

Fritz H. Sims, Jr.
Mayor

Bruce Nordaby
Council President

Ryan J. Giles
Administrator, Municipal Clerk

John A. Bruno, Jr.
CFO

Director
Division of Local Government Services
William Ashby Building
CN 803
Trenton, New Jersey 08625-0803

October 29, 2026

Re: ***2025 Audit Corrective Action Plan***
Borough of Westville, County of Gloucester

Dear Director:

On behalf of the Honorable Mayor and ***Borough*** ***Council*** of the ***Borough*** of ***Westville,*** County of ***Gloucester***, I herein submit the aforementioned Corrective Action Plan in connection with the audit report for the calendar year ***2025***.

Finding No. 2025-001

Criteria or Specific Requirement
New Jersey Statute 40A:4-46 requires that an emergency appropriation be authorized when there is a need for the expenditure of funds that was unforeseen at the time of budget adoption.

Recommendation
That the Borough establish internal controls for emergency authorizations and follow procedures to authorize emergency appropriations of additional funds in excess of the approved budgets are necessary.

Explanation and Corrective Action
Upon review of the nature of the expenditures outlined above, it was determined that they did not comport with the definition of an emergency; but instead resulted in inadequate funding of these line items which resulted in overspending of same; and therefore, for these purpose(s); an emergency was not declared. However, the appropriate Borough officials will remain aware of, and take the necessary steps to fully comply with statutes and not over expend line items.

Implementation Date:
Immediately

This corrective action plan as been adopted by the governing body as evidenced by the enclosed Resolution adopted ***November 23, 2026.***

Respectively submitted,

John A. Bruno, Jr.
Chief Financial Officer

Cc: Borough Clerk

Resolution

No. 147-2026

AUTHORIZING THE PURCHASE OF A WATER UTILITY VAN FOR THE WATER AND SEWER DEPARTMENT

WHEREAS, the Borough of Westville, as a local government contracting unit, may, without advertising for bids, purchase any materials, supplies, services or equipment under any contract, for the purchase of such items, entered into on behalf of a cooperative pricing agreement; and

WHEREAS, the Borough of Westville has entered into an agreement with the County of Bergen for participation in cooperative pricing system, #CK04, NJ Cooperative Purchasing Alliance, per Resolution No. 136-2026 adopted and passed on October 26, 2026; and

WHEREAS, the Borough of Westville has a need to purchase a water utility van for the Water and Sewer Department; and

WHEREAS, a 2026 Chevrolet Express 3500 can be purchased under the Bergen County Cooperative Pricing System, from Pellegrino Chevrolet, at a purchase price of $73,719.03; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this contract from Bond Ordinance No. 11-2026, Section 7 Part B "Acquisition of Various Capital Equipment for the Water Utility System in the Borough including, but not limited to, a Utility Vehicle".

NOW, THEREFORE, BE IT RESOLVED by the Borough Committee, of the Borough of Westville that Pellegrino Chevrolet be awarded the contract for the purchase of a utility van for the Borough's Public Works Department.

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, November 23, 2026.

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Certification

I certify the foregoing Resolution No. 147-2026 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, November 23, 2026.

Sydney Packer
Deputy Municipal Clerk

BOROUGH OF WESTVILLE
Office of the Chief Financial Officer
165 Broadway
Westville, NJ 08093

CERTIFICATION OF THE CHIEF FINANCIAL OFFICER

As the Chief Financial Officer of the Borough of Westville, I certify that 2026 funds are available for award of the following contract

Contract to Purchase a 2026 Chevrolet Express 3500 at a cost of $73,719.03

Said contract being made with:

PELLEGRINO CHEVROLET
1000 Gateway Blouevard
Westville, NJ 08093

Said funds being available from budget code
C 06 31 800 202

The project cost is part of the Annual Single Audit prepared in conformity with the State of New Jersey Audit Policy referred to in the New Jersey Administrative Code.

Signature: _____

Printed Name: **John A. Bruno, Jr.**

Title: **Chief Financial Officer**

Date: **November 23, 2026**

Pellegrino Chevrolet

1000 Gateway Blvd
Westville, NJ 08093
302-500-3956-Cell
302-364-1569
Contact: Rick DiRenzo
fleetman13@gmail.com

Quote	WSTVLE	
Year	2026	
Make	CHEV	
Model	EXP CUT	
Series	CG33503	
Miles		
STK	424	

QUOTE	DATE	10/14/2026

END USER	SHIP TO
BOROUGH OF WESTVILLE	same

BERGEN CO-OP 24-43 OFF LOT 3%

QTY	MODEL #	DESCRIPTION	UNIT	QUOTE
1	CG33503	2026 EXPRESS 3500 139 WB CUTAWAY W/BODY	$75,999.00	$73,719.03
	L8T	ENGINE 6.6L V8		
	N8X	TRANSMISSION 8-SPD AUTOMATIC		
	C4M	GVWR 9,900		
	52W	BUCKET SEATS		
	ATG	REMOTE KEYLESS START		
	G80	LOCKING REAR		
	PIJ	8 YEARS ONSTAR TELEMATICS		
	R9L	ONSTAR BASIC DELETE		
	UY7	TRAILERING WIRE HARNESS		
	ZQ2	POWER WINDOWS/DOOR LOCKS		
	ZQ3	CRUISE CONTROL/TILT WHEE;		
	ZR7	CHROME APPERANCE PACKAGE		
	6M2	MIRRORS, O/S MID STANCE		
1	ALCSV75	READING CSV ENCLOSED BODY W/LATCHMATIC		
		LADDER RACK-LADDER STEP(R/S)		
		CLASS V HITCH W/2" RECEIVER-RECEPTICLE		
		ACME HITCH W/TRAILER PLUG		
1	AMBER	AMBER WARNING SYSTEM		
		4-FRT AMBER LEDS-2 GRILLE-2 FRT BODY		
		2 REAR BODY AMBER		
		INCLUDES ALL STANDARD FACTORY OPTIONS FOR THIS MODEL		
			TOTAL	$73,719.03

PELLEGRINO CHEVROLET
1000 GATEWAY BLVD
WESTVILLE NJ 08093
856-742-0600

DEAL# 150318
CUST# 962

SOLD TO **BOROUGH OF WESTVILLE**

ADDRESS **165 BROADWAY**
WESTVILLE NJ 08093
856-456-0030

YEAR	MAKE	MODEL	NEW OR USED	VIN
2026	CHEVROLET	EXPRESS 3500	NEW	1GB0GRF73T1269424

SALESMAN RICHARD DIRENZO — KEY NOS

OPTIONAL EQUIPMENT AND ACCESSORIES

GROUP	DESCRIPTION	PRICE
	N/A	N/A

PO #

LIENHOLDER :

DESCRIPTION OF TRADE IN #1

YEAR	MAKE	BODY COLOR	MODEL
N/A	N/A	N/A	N/A

VIN N/A — MILEAGE N/A

DESCRIPTION OF TRADE IN #2

YEAR	MAKE	BODY COLOR	MODEL
N/A	N/A	N/A	N/A

VIN N/A — MILEAGE N/A

DATE	INVOICE NO.	STOCK NO.
10/30/2026	269424	269424

PRICE OF CAR

DESCRIPTION	COST	ACC'T NO.	SALE
VEHICLE PRICE			73714.03
N/A			N/A
N/A			N/A
N/A			N/A
N/A			N/A
N/A			N/A
MOTOR VEHICLE FEES			5.00
N/A			N/A
N/A			N/A
N/A			N/A
N/A			N/A
N/A			N/A
N/A			N/A
N/A			N/A
N/A			N/A
N/A			N/A
N/A			N/A
		TOTAL CASH PRICE	73719.03

SETTLEMENT

CUSTOMER DEPOSITS		N/A
VEHICLE ACCOUNTS RECEIVABLE - COD		N/A
USED CAR ALLOWANCE		N/A
VEHICLE LIEN PAYOFF		N/A
	TOTAL	N/A
FINANCE CO. RECEIVABLE		73719.03

DESCRIPTION
STOCK NO. 269424

DealerCAP

CATALOG # 8964209

59599*1*SC-FI 10/30/2026 11:48 am © 2015 CDK Global, LLC (03/17)

WINNER Ford
CHERRY HILL - winnerford.com

QUOTE 26116WESTVILLE

250 Berlin Road
Cherry Hill, NJ 08034

Customer	BOROUGH OF WESTVILLE
Name	MARTY FINGER
Address	
City	
Phone	mfinger@westville-nj.com

Date	11/6/2026
Vehicle	E3F
Quantity	1
Prepared By	MH

Quantity	Description	List	Discount	Total
1	**2028 FORD E350 CUTAWAY 138" WB DRW** **7.3L GAS ENGINE**	$43,845.00	8.00%	$40,337.40
	OPTIONS 903 POWER EQUIPMENT GROUP - REQUIRED FOR TOW MIRRORS 51A SPARE TIRE AND WHEEL 525 CRUISE CONTROL 54E TRAILER TOW MIRRORS 559 FRAME PUCKS 634 DUAL BATTERIES 688 RUNNING BOARDS	$1,930.00	6.00%	$1,814.20
	EQUIPMENT **KNAPHEIDE KUV-129DH STEEL KUV BODY** **FACTORY PAINTED KNAPWHITE** 129.25" LENGTH X 90.13" HEIGHT X 14.5" DEEP COMPARTMENTS 60.5" WIDE REAR DOOR X 75.8" INTERIOR HEIGHT ADJUSTABLE DIVIDER SHELVES, STREET AND CURB SIDE FRONT VERTICAL COMPARTMENTS ADJUSTABLE DIVIDER SHELF, STREET AND CURB SIDE REAR VERTICAL COMPARTMENTS ADJUSTABLE DIVIDER SHELF, CURB SIDE HORIZONTAL COMPARTMENT FULL LENGTH SHELVES EACH SIDE, INTERIOR OF BODY RIVETLESS ROTARY SLAM LATCHES ON ALL SIDE DOORS WITH DOUBLE SPRING OVER CENTER DOOR RETAINERS ON ALL VERTICAL DOORS WIND DEFLECTOR ABOVE CAB ABS PARTITION WITH SLIDING, DOUBLE	$40,470.46	0.00%	$40,470.46

	PANEL DOOR WITH 12X16 GLASS WINDOW DOUBLE PANEL GALVANNEAL REAR DOORS WITH RIVETLESS LATCH AND SOLID PANEL WITH NO GLASS REAR ACCESS DOORS WITH RIVETLESS LATCH MASTER LOCKS GRAB HANDLE AT RIGHT REAR IN CARGO AREA COMPLETE SURFACE MOUNTED LIGHT KIT WITH ALL REQUIRED LIGHTS AND 2 INTERIOR LED DOME LIGHTS COMPARTMENT LIGHT KIT SIX AMBER CLEAR STROBE LIGHTS FOUR MOUNTED IN GRILL WO MOUNTED IN REAR OF BODY RELOCATE FACTORY CAMERA TO SUITE UPFIT 94" WIDE KNAPLINED GALVAGRIP GRIP STEP BUMPER CLASS V 12,000LB HITCH RECEIVER			
	DESTINATION AND DELIVERY	**$2,795.00**	**0.00%**	**$2,795.00**
	DELIVERY	**$200.00**	**0.00%**	**$200.00**
			Total:	**$85,617.06**

Signature:

Office Use Only

Resolution

No. 148-2026

AUTHORIZING AN EMERGENCY PURCHASE PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40A:11-6 FOR THE REPLACEMENT OF A HEATING SYSTEM AT THE PUBLIC WORKS FACILITY

WHEREAS, an emergent need has arisen to replace the existing heating system within the Public Works building located at 114 Crown Point Road in the Borough of Westville, County of Gloucester, and the surrounding area ("Emergency Purpose"); and

WHEREAS, a gas leak was discovered in connection with the heating system within the Public Works facility located at 114 Crown Point Road, creating an unsafe condition and a potential threat to the health, safety, and welfare of building occupants and the public; and

WHEREAS, the Superintendent of Public Works has notified the Borough's Qualified Purchasing Agent of the nature of the emergency, the circumstances necessitating immediate action, and the need to invoke the emergency purchasing provisions of N.J.S.A. 40A:11-6; and

WHEREAS, the Superintendent of Public Works has contacted two vendors regarding the Emergency Purpose and recommend entering into a contract with Cardwell HVAC & Plumbing in an amount not to exceed $12,500.00 to complete the Emergency Purpose; and

WHEREAS, the aggregate expenditures to the vendor Cardwell HVAC & Plumbing exceed the applicable public bidding threshold established pursuant to the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, said Emergency Purpose was not foreseen at the time of preparation and adoption of the 2026 Budget; and

WHEREAS, pursuant to N.J.S.A. 40A:11-6, an emergency contract may be awarded without advertisement for bids or bidding to resolve an emergency issue affecting the public health, safety and welfare which requires immediate performance of the service, including the Emergency Purpose; and

WHEREAS, the Chief Financial Officer of the Borough has certified that funds are temporarily available in the Borough's Capital Improvement Funds.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Westville, County of Gloucester, New Jersey that the Borough's Qualified Purchasing Agent is hereby authorized to execute an emergency contract with Cardwell HVAC & Plumbing, as well as any and all documents required to effectuate the same.

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, November 23, 2026.

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Certification

I certify the foregoing Resolution No. 148-2026 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, November 23, 2026.

Sydney Packer
Deputy Municipal Clerk

BOROUGH OF WESTVILLE

Office of the Chief Financial Officer
165 Broadway
Westville, NJ 08093

CERTIFICATION OF THE CHIEF FINANCIAL OFFICER

As the Chief Financial Officer of the Borough of Westville, I certify that 2026 funds are available for award of the following contract

Contract to replace the existing heating system at 114 Crown Point Road.

Said contract being made with:

Cardwell HVAC & Plumbing
Cherry Hill, NJ 08034

Said funds being available from budget code
C-04-70-047-104

The project cost is part of the Annual Single Audit prepared in conformity with the State of New Jersey Audit Policy referred to in the New Jersey Administrative Code.

Signature: _____

Printed Name: John A. Bruno, Jr.

Title: Chief Financial Officer

Date: November 23, 2026

Cardwell HVAC & Plumbing

CALL US TODAY
(609) 330-6641

Your Proposal

Deluxe Comfort

Customer: Borough Of Westville

Address: 114 Crown Point Road # Westville, NJ 08093

Phone: (tel:8564567785)

Email: sjohnson@westville-nj.com (mailto:sjohnson@westville-nj.com)

Consultation Code: ENG1I3333

Date Presented: Nov 12, 2026

Date Accepted: Nov 12, 2026

Presented by: Mike Lee

Phone: (856) 419-1232 (tel:8564191232)

Email: mlee@cardwellhvacnj.com (mailto:mlee@cardwellhvacnj.com)

About Cardwell HVAC & Plumbing

Cardwell is a community-focused HVAC and plumbing company proudly serving the Cherry Hill area. We are committed to delivering exceptional service while supporting our local community through initiatives like **Cardwell Cares**, which benefits both residents and local organizations.

Our Guarantee to You We provide high-quality HVAC, plumbing, and indoor air quality solutions at fair prices, backed by a **100% satisfaction guarantee**—or your money back.

Why Choose Cardwell? ✔ Highest-rated in the region – Consistently earning top Google 5-star reviews ✔ Flexible, affordable financing options ✔ 10-year replacement guarantees on select heating and cooling systems ✔ Same-day free second opinions on installation quotes

By selecting Cardwell, you partner with a trusted, locally invested provider dedicated to excellence in service and customer satisfaction.

HVAC -19HC00425000 Plumbing - Richard Quinn 36B101342400 NJ Home Improvement -13HV07886100

System

Daikin Aurora - RXT Ductless 1.5 Ton + Aurora - FTXV INDOOR HEAD Ductless Indoor 1.5 Ton

AHRI#: **215389735** CC: **18000** SEER2: **21** EER2: **12** HSPF2: **9.6**

EQUIPMENT Quantity: 2



Category: Outdoor Unit
Daikin, Aurora - RXT, 1.5 Ton, Outdoor Ductless Unit
RXT18AVJU9
Features. - Energy Efficient – Up to 15.2 SEER2 | Up to 8.9 HSPF2 | Up to 10 EER2 | Up to 3 CoP. - Up to 100% Cooling Capacity at 104°F (40°C) and efficient operation as high as 115°F (46°C) ambient...



Category: Indoor Unit
Daikin, Aurora - FTXV INDOOR HEAD, 1.5 Ton, Indoor Ductless Unit
FTXV18AVJU9
The. Daikin Aurora Extreme Ambient System 12000 BTU 21 SEER2 Single Zone Ductless Mini Split Heat Pump System - R32. uses advanced inverter technology to maintain stable temperatures and...

ACCESSORIES Quantity: 1



Category: Ductless
Daikin Mini Split 12 year parts and labor warranty
Quantity: 1
This is our 12 year parts and labor warranty for Daikin mini splits only . Cardwell HVAC will register the equipment with the manufacture .

WHAT YOU'LL GET Quantity: 11

Cardwell HVAC is a PSE&G-recognized Top 10 Contractor and the leading installer of OBR systems in South Jersey, having completed more projects than any other contractor in the region. We manage all necessary logistics, ensuring a seamless process for our clients. By choosing Cardwell HVAC, you can trust in our proven expertise and commitment to excellence.

Cardwell Standard Installation Package The Cardwell Installation Package includes the following services, all performed in accordance with applicable local codes and industry standards: Reconnection of existing electrical systems to code Reconnection of existing ductwork to code Reconnection of existing gas lines to code Acquisition and cost of required permits Removal and proper disposal of all job-related trash and debris Removal and disposal of existing equipment being replaced Installation of a new equipment pad for the outdoor condensing unit This package is designed to ensure a clean, code-compliant, and professional installation experience from start to finish.

Chimney Liner Exclusion Chimney liners are not included within the scope of this project unless expressly stated in the proposal or contract. If a chimney liner is required or requested, it will be treated as a separate item and quoted accordingly.

Flushing and Reuse of Existing Copper Line Sets As part of this installation, Cardwell HVAC will flush and reuse the existing copper refrigerant line sets, provided they are in suitable condition. All line sets will be thoroughly cleaned and prepared to ensure compatibility and performance with the new system. In the event that any leaks or issues are identified during this process, the on-site Job

Supervisor will immediately inform the client and review the appropriate options for repair or replacement before proceeding.

Include Permitting Fees for HVAC work.

Labor Warranty Unless otherwise specified in writing, all labor performed by Cardwell HVAC & Plumbing is covered by a two (2) year warranty, in accordance with the terms and conditions outlined in our standard Terms of Service. This warranty applies to workmanship and installation-related labor associated with the services provided under this agreement.

On time install by Cardwell 2026

Pricing, Financing, and Equipment Terms At Cardwell Heating & Air Conditioning, we are committed to delivering exceptional value to our customers through clear, competitive pricing and flexible payment solutions. To maintain fairness and consistency across all transactions, discounts and promotional offers cannot be combined with financing plans. This policy ensures that all customers receive equitable treatment, regardless of their preferred method of payment. Please note: Equipment model numbers are subject to change based on manufacturer and vendor inventory availability at the time of installation. In the event of a substitution, any alternate equipment provided will meet or exceed the original specifications and will comply with applicable AHRI certification standards and/or PSE&G O

System Commissioning and Equipment Pad Installation Cardwell HVAC's licensed technicians will properly charge the system with refrigerant to ensure optimal performance and energy efficiency in accordance with manufacturer specifications. Additionally, a new equipment pad will be installed to provide a stable and level foundation for the outdoor unit, ensuring long-term reliability and code compliance.

Tax Credit Eligibility Certain equipment installed by Cardwell HVAC may qualify for federal tax credits under current energy efficiency programs: Gas furnaces with an AFUE (Annual Fuel Utilization Efficiency) rating of 97% or higher may be eligible. Air conditioning systems with a SEER2 (Seasonal Energy Efficiency Ratio) rating of 16 and an EER2 (Energy Efficiency Ratio) rating of 13 may also meet eligibility requirements. Important: Tax credit qualifications are subject to change based on federal guidelines. Customers are strongly encouraged to consult with a qualified tax professional to confirm eligibility and claim procedures based on their individual tax situation.

Temporary Heating and Cooling Units Cardwell HVAC will provide temporary heating and/or cooling equipment to maintain indoor comfort until permanent system repairs or replacement are completed. These units are offered as a courtesy to ensure minimal disruption during the project timeline. In the event that the scheduled repairs or replacement are canceled at the homeowner's request, a charge of $350.00 per day will be applied for each day the temporary units remain onsite. This fee covers equipment usage, delivery, and associated operational costs.

INVESTMENT DETAILS

Sale Price	$13,152.00
DISCOUNT	
Custom Discount	- $652.00

Total Investment The Total Investment is the total cost of the goods and services described in this proposal	$12,500.00

REVIEW AND SIGN PROPOSAL



TERMS AND CONDITIONS

Mandatory Routine Maintenance Requirement

Client acknowledges and agrees that routine preventative maintenance of the HVAC system is **required** to ensure proper operation, efficiency, and longevity of the equipment.

The Client must have the HVAC system professionally serviced **at a minimum of one (1) time per calendar year for a combined heating and cooling maintenance visit**, or **two (2) times per calendar year when separate maintenance visits are performed for the heating and air conditioning seasons.**

Maintenance must be performed by a qualified HVAC technician and should include inspection, cleaning, adjustment, and testing of system components in accordance with manufacturer specifications and accepted industry standards.

Failure to maintain the system as required may result in reduced system performance and **may void any labor warranty, service warranty, or other coverage provided by Cardwell HVAC & Plumbing** under this agreement.

Maintenance may be performed by **Cardwell HVAC & Plumbing** or another licensed HVAC contractor; however, the Client may be required to provide documentation verifying that the required maintenance has been completed.

Cardwell HVAC & Plumbing – Terms & Conditions

1. Guarantee of Work & Materials• All materials are guaranteed to be as specified, and work will be performed in accordance with the drawings and specifications submitted for this project, attached hereto, and completed in a workmanlike manner for the agreed-upon price.

2. Changes in Work and Price• Changes to the scope of work or price require a written change order signed by an authorized representative of Cardwell HVAC & Plumbing and the Owner.

3. Limitations of Liability• Cardwell HVAC & Plumbing shall not be liable for:

- Hidden or inaccessible defects in the HVAC system or home structure (e.g., ductwork deficiencies causing inadequate airflow) unless explicitly included in the Scope of Work.
- Theft, vandalism, or damage to materials, labor, or equipment before, during, or after completion of work.

4. Insurance• Cardwell HVAC & Plumbing carries Workers' Compensation and General Liability Insurance.• Owner must maintain property insurance (e.g., fire, windstorm) to cover the work.

5. Force Majeure• Delays caused by strikes, extreme weather, acts of God, or other unforeseeable events beyond either party's control shall not constitute a breach of contract.

6. Payment Terms & Late Fees• Overdue payments accrue interest at:

- 18% annually for corporate Owners;
- The lesser of 18% or the maximum legal rate for individuals (as per NJ usury laws).• Unpaid balances may result in a lien on the property under N.J.S.A. 2A:44A-1 et seq.• Full payment is due upon project completion.

7. PSE&G On-Bill Repayment (OBR) Program• If the Owner no longer qualifies for OBR financing, full payment is due directly to Cardwell HVAC & Plumbing.

8. Home Performance with ENERGY STAR Program• Work complies with NJBPU/CSG guidelines. A signed Certificate of Completion initiates third-party payments/refunds.• CSG may conduct Quality Assurance inspections.

9. Right to Cancel (NJ Consumer Fraud Act Compliance)• Owner may cancel within 3 business days (see attached Notice of Cancellation).• Waiver of rescission rights requires a handwritten, dated statement citing a bona fide emergency (no pre-printed forms).

Three-Day Right to Rescind In accordance with New Jersey State Law, the Customer has the right to cancel this contract without penalty or obligation within three (3) business days from the date of signing. To cancel, the Customer must provide written notice of cancellation to Cardwell HVAC & Plumbing no later than midnight of the third business day after the contract is signed.

Notice of cancellation must be delivered by one of the following methods:

- By email to info@cardwellhvacnj.com (https://mailto:info@cardwellhvacnj.com/) with delivery/read receipt
- By certified mail, return receipt requested
- By speaking with a live agent by calling 609-330-6641

After the Three-Day Period If the Customer does not cancel within the initial 3-day rescission period, the contract shall be deemed binding and in full effect. Any cancellation made after the 3-day period will result in the forfeiture of any and all deposits or payments made by the Customer up to that point, including but not limited to material acquisition, scheduling, labor reservation, or administrative costs.

By signing below, the Customer acknowledges:

- They have read and understand this clause.
- They have been informed of their right to rescind.
- They agree to the forfeiture terms stated herein should cancellation occur after the allowed rescission period.

10. Liens – Notice to Owner (Required by NJ Law)A. Any subcontractor or supplier not paid may file a lien against the property.B. Owner may:

- Pay suppliers directly and deduct from the contract price, or
- Withhold payment from Cardwell HVAC & Plumbing until 120 days after completion unless lien waivers are provided.

LOANER / RENTAL AGREEMENT FOR TEMPORARY HVAC EQUIPMENT (if applicable) This Agreement ("Agreement") is entered into by Cardwell HVAC & Plumbing ("Lender") and [Customer Name] ("Borrower").

1. Loaned Equipment• Lender provides 2 space heaters / A/C units for temporary use until system installation/repair is complete.• *Weather Permitting:* A/C loaner units may only be used when outdoor temperatures are **90°F or higher**. Heating loaner units may only be used when outdoor temperatures are **50°F or lower**.

2. Usage & Responsibility• Borrower must return equipment in same condition (normal wear excepted).• Borrower is fully liable for loss/damage.

3. Rental Fees (If Work is Canceled)• $350/day per unit from cancellation date until return.• Payment due immediately upon cancellation.

4. Contact InformationLender: Cardwell HVAC & Plumbing603 Kresson Rd #11, Cherry Hill, NJ 08034(609) 330-6641

Acknowledgment: I confirm that the equipment being replaced is a non-condensing furnace/boiler. I understand that I must submit a photo of the old equipment to verify eligibility with CLEAResult. I acknowledge that providing false information will result in disqualification from the participating utility OBRP and any related rebates.

5. Bradford White Warranty is 1 year labor - 6 years on tank and parts .

Estimate Validity

This estimate is valid for thirty (30) calendar days from the date it is issued. If this estimate is not accepted and executed by Customer within that thirty (30) day period, it shall automatically expire and be deemed withdrawn without further notice. Any estimate accepted after the expiration date shall be subject to review and repricing based on current labor rates, material costs, equipment availability, applicable taxes, and other market conditions.Contract Price

ValidityUpon execution of this Agreement by both Customer and Contractor, the contract price shall remain valid for thirty (30) calendar days from the date of the Customer's signature ("Price Protection Period"). If the installation, commencement of work, or procurement of materials is delayed beyond the Price Protection Period due to Customer request, Customer's failure to satisfy financing or payment requirements, permitting delays attributable to Customer, failure to provide access to the property, or any other delay beyond Contractor's reasonable control, Contractor reserves the right to adjust the contract price to reflect increases in material costs, equipment costs, labor rates, taxes, tariffs, manufacturer pricing, or other documented cost increases. Any such adjustment will be provided to Customer in writing before work proceeds.If work commences within the Price Protection Period, the agreed contract price shall remain in effect for the scope of work described in this Agreement unless modified by a written change order signed by both parties.

NOTICE OF CANCELLATION

Right to Rescind & Financing Terms (PSEG OBR Program)

The Customer has the right to rescind this contract without penalty or obligation until **midnight of the third (3rd) business day** following the date of contract execution ("consummation"). To exercise this right, the Customer must provide notice of cancellation by **both** of the following methods:

1. **Phone call** to a live agent of Cardwell HVAC & Plumbing during regular business hours, and
2. **Email** sent to info@cardwellhvacnj.com, including the Customer's name, address, and a brief reason for cancellation.

After the three-day period, this contract shall be considered legally binding, and any cancellation will result in **forfeiture of any deposits or payments made**.

The total amount approved for financing under the **PSEG On-Bill Repayment (OBR) Program** is contingent upon the absence of any outstanding PSEG OBR loans held by the Customer. If the Customer has any outstanding balances associated with the program, the approved financing amount will be adjusted accordingly.

It is the sole responsibility of the Customer to pay any difference between the total project cost and the final financing amount approved under the PSEG OBR Program. This outstanding balance must be paid in full **prior to the commencement of any work** under this contract.

By signing below, the Customer acknowledges and agrees to the terms stated above, including the rescission period and financial responsibilities related to the PSEG OBR Program.

Hawks & Company
Building Efficiency and Sustainability
A Service Logic Company
1000 Delsea Drive, Building A-1, Deptford, NJ 08093
Phone: (856) 845 7311 Fax: (856) 845 7244
www.hawksandco.com

November 12, 2026

Borough of Westville
165 Broadway
Westville, NJ 08093

RE: Break room mini split heat pump system.

Scope of Work:

- Furnish and install a 1.5-ton Mitsubishi heat pump system.
- Indoor unit to be wall hung style.
- Outdoor unit to be mounted on the side wall of the building.
- Furnish necessary refrigeration piping, provide pressure testing and system evacuation.
- Run condensate disposal to nearest outdoor termination point.
- Tie into high voltage supply.
- Furnish wireless unit controller.
- Provide startup and system verification.

Pricing:

- Your investment for the above-mentioned scope of work is **$13,872.**
- **Pricing good for 15 days from the date of proposal due to unprecedented increases in all types of costs.**

Exclusions:

- Sales tax, permits, patching, painting, roofing, overtime, freight.

Notes:

- ✓ ***We will pass through any permits needed at cost.***

Hawks & Company
Building Efficiency and Sustainability
A Service Logic Company

This proposal contains the entire agreement of the parties and shall become effective when accepted by you and approved by us.

Payment:

We will invoice 40% deposit payment upon a signed proposal. The balance of the project will be invoiced upon completion.

Respectfully submitted,

HAWKS & COMPANY

Date: November 12, 2026

By: Jim Greim
Jim Greim-Projects

ACCEPTANCE: This proposal is hereby accepted this _____ day of _____, 2026 with the express understanding that there are no verbal agreements, understandings, representations, or warranties not set forth herein.

Accepted for: Borough of Westville

By:_____

Date:_____

Resolution

No. 149-2026

RESOLUTION OF THE BOROUGH OF WESTVILLE, COUNTY OF GLOUCESTER AND STATE OF NEW JERSEY AUTHORIZING AWARD OF CONTRACT TO LEVEL-1 CONSTRUCTION INC. FOR THE RECONSTRUCTION AND REPAIR OF A WATER SOFTENER VESSEL

WHEREAS the Borough of Westville is in need of a Water Softener Vessel Repair according to a recommendation by our Borough Engineer; and

WHEREAS this is an urgent situation and must be rectified immediately; and

WHEREAS under NJSA 40A:11-5(GG) local public contract law allows for certain exceptions of public bidding for emergency situations for water treatment; and

WHEREAS the Borough of Westville has received quotes for reconstruction and repair of a Water Softener Vessel; and

WHEREAS the quote of $64,500.00 was received from Level -1 Construction Inc. for parts and labor; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Westville, County of Gloucester, State of New Jersey, that a Contract in the amount of $64,500 for the reconstruction and repair of a Water Softener Vessel is hereby awarded to Level – 1 Construction, Inc. conditional upon the following:

1. That a certificate has been received from the Chief Financial Officer stating that funds are available for this Contract.

2. That the presiding officer of this body be and is hereby directed to sign for and on its behalf the Contract for said services.

3. That the clerk of this body be and is hereby directed to seal said Contract with the corporate seal of this body and attest to the same.

4. This Resolution hereby authorizes the Mayor and Clerk to endorse the Contract document.

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, November 23, 2026.

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Certification

I certify the foregoing Resolution No. 149-2026 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, November 23, 2026.

Sydney Packer
Deputy Municipal Clerk

BOROUGH OF WESTVILLE

Office of the Chief Financial Officer
165 Broadway
Westville, NJ 08093

CERTIFICATION OF THE CHIEF FINANCIAL OFFICER

As the Chief Financial Officer of the Borough of Westville, I certify that 2026 funds are available for award of the following contract

Contract to replace the existing heating system at 114 Crown Point Road.

Said contract being made with:

Level-1 Construction, Inc.
Williamstown, NJ 08094

Said funds being available from budget code
C-06-31-800-203

The project cost is part of the Annual Single Audit prepared in conformity with the State of New Jersey Audit Policy referred to in the New Jersey Administrative Code.

Signature: _____

Printed Name: John A. Bruno, Jr.

Title: Chief Financial Officer

Date: November 23, 2026

LEVEL-1 CONSTRUCTION INC.

980 Coles Mill Road
Williamstown, New Jersey 08094
Telephone: (856) 629-0485
Fax: (856) 629-0486

October 29, 2026

Borough of Westville
165 Broadway
Westville, NJ 08093

Attn: Marty Finger, Superintendent of Public Works

Re: Softener Tank Repairs & Media Install Proposal

Dear Mr. Finger,

We respectfully submit for your review and consideration, our proposal to complete the below scope of work on the above referenced project.

Scope of Work:

- Supply and install new 6" Pratt butterfly valves
- Remove concrete inside of tank
- Weld leak in tank
- Patch concrete
- Pressurize tank to check for leaks
- Install new resin media
- Install manway

For the Total Lump Sum $27,500.00

Please note, our proposal excludes NJ sales tax and permits.

Thank you for the opportunity.

Brad Miller, President
Level-1 Construction, Inc.

LEVEL-1 CONSTRUCTION INC.

980 Coles Mill Road
Williamstown, New Jersey 08094
Telephone: (856) 629-0485
Fax: (856) 629-0486

October 29, 2026

Borough of Westville
165 Broadway
Westville, NJ 08093

Attn: Marty Finger, Superintendent of Public Works

Re: Softener Tank Resin Media Proposal

Dear Mr. Finger,

We respectfully submit for your review and consideration, our proposal to supply resin media for the softener tank for the Borough of Westville.

For the Total Lump Sum $37,000.00

Please note, our proposal excludes NJ sales tax and permits.

Thank you for the opportunity.

Brad Miller, President
Level-1 Construction, Inc.

Resolution

No. 150-2026

RESOLUTION OF THE BOROUGH OF WESTVILLE IN OPPOSITION TO THE GLOUCESTER COUNTY ANNUAL REASSESSMENT PROGRAM (ARP)

WHEREAS, the Borough of Westville is a member and a municipality in the Gloucester County's Annual Reassessment Program (ARP); under which property assessments are reviewed and updated every year rather than at multiple year intervals; and

WHEREAS, the Borough Council received a Working Citizen Petition dated August 24, 2026 opposing the annual reassessment program per the attached Exhibit A; and

WHEREAS, the Borough Council of the Borough of Westville has reviewed the Petition and the County's Annual Reassessment program; and

WHEREAS, based upon the same, the Borough Council met with residents and County officials and is in agreement to support the residents of the Borough of Westville in opposing the County's Annual Reassessment Program.

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

1. The Borough Council does hereby support the residents of the Borough of Westville in opposing the County's Annual Reassessment Program.

2. The Borough Council will pursue all available and appropriate action needed to address their opposition to the Gloucester County Board of Taxation and/or the New Jersey State Legislation and/or Governor's Office to address these concerns on behalf of the residents of the community.

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, November 23, 2026.

BOROUGH OF WESTVILLE

Fritz H. Sims, Jr.
MAYOR

ATTEST:

Sydney Packer
DEPUTY MUNICIPAL CLERK

Certification

I certify the foregoing Resolution No. 150-2026 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, November 23, 2026.

Sydney Packer
Deputy Municipal Clerk

Borough of Westville

Use of Borough Owned Property

Borough of Westville
165 Broadway
Westville, NJ 08093
Telephone: 856-456-0030
Fax: 856-742-8190
Website: westville-nj.com

A. ORGANIZATION OR RESIDENT INFORMATION

NAME OF ORGANIZATION Good Day for a Run, LLC

ADDRESS OF ORGANIZATION 1 Pond View Dr. M-302 Swedesboro, NJ.

CONTACT PERSON Ken Culbertson

ADDRESS 1 Pond View Dr. M-302 (Street) Swedesboro (City), NJ (Zip) 08085

PHONE [redacted] EMAIL [redacted]

B. FACILITY REQUESTED

☐ **THOMAS WEST PARK** (DELSEA DR) ☐ **GALBRAITH PARK** (RIVER DR) ☐ **SOCCER FIELDS** (CHESTNUT ST)

☐ **FOOTBALL FIELD** (ALMONESSON RD) ☐ **BASEBALL FIELDS** (ALMONESSON RD) ☐ **BASEBALL FIELD** (PARK AVE)

☑ **OTHER** Parking Lot behind 201 Broadway (LIST LOCATION)

(If the request is for use of a ball field, a roster with the names and addresses of all players must be attached to this request.)

C. EVENT INFORMATION

DATE(S) OF EVENT: Jan. 1 2027 TIME OF EVENT: 9AM-11Am INFLATABLE(S) ☐ YES ☐ NO

IF YES, INSURANCE DOCUMENT IS REQUIRED FOR THE EVENT

DESCRIPTION OF EVENT: 1 mile Run.
Starts and Ends at Westville Brewery back Parking lot located
See Attached Map.

SIGNATURE OF APPLICANT [signature] DATE 11/16/26

Please return the paperwork to the Clerk's office.

Standard Mail	*Email*	*Drop Box*
165 Broadway Westville, NJ 08093	sjohnson@westville-nj.com	Located in front of Borough Hall at 165 Broadway

Questions? Call the Clerk's office at 856-456-0030.

see reverse side for instructions

HOLD HARMLESS AGREEMENT

BETWEEN THE BOROUGH OF WESTVILLE

AND

Ken Culbertson / Good Day Floors LLC.
(NAME OF INDIVIDUAL AND/OR ORGANIZATION)

1 Pond View Dr. M-302- Swedesboro, NJ 08085
(ADDRESS OF INDIVIDUAL AND/OR ORGANIZATION)

The above agrees to defend, pay on behalf of, indemnify, and hold harmless the Borough of Westville, its elected and appointed officials, its agents, employees and volunteers and others working on behalf of the Borough of Westville against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the Borough of Westville, its elected and appointed officials, its agents, employees, volunteers or others working on behalf of the Borough of Westville, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this contract".

Signature of Applicant: _____ Date 11/16/26

Notary Statement:

State of New Jersey
County of Gloucester

Subscribed to and sworn before me on this _____ day of _____, 20___, _____
proved to me on the basis of satisfactory evidence to be the person who appeared before me.

IN WITNESS Whereof, I have hereto set my hand and official seal.

Notary Public_____

Outlook

New Years Day 1 Mile Race in Westville - Permit Application

From Ken Culbertson [redacted]
Date Mon 11/16/2026 2:19 PM
To Sydney Johnson <sjohnson@westville nj.com>

3 attachments (19 MB)
Borough of Westville.pdf; Course Map Westville.pdf; ACORD Form 20261113 135702.pdf;

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.

Good afternoon,

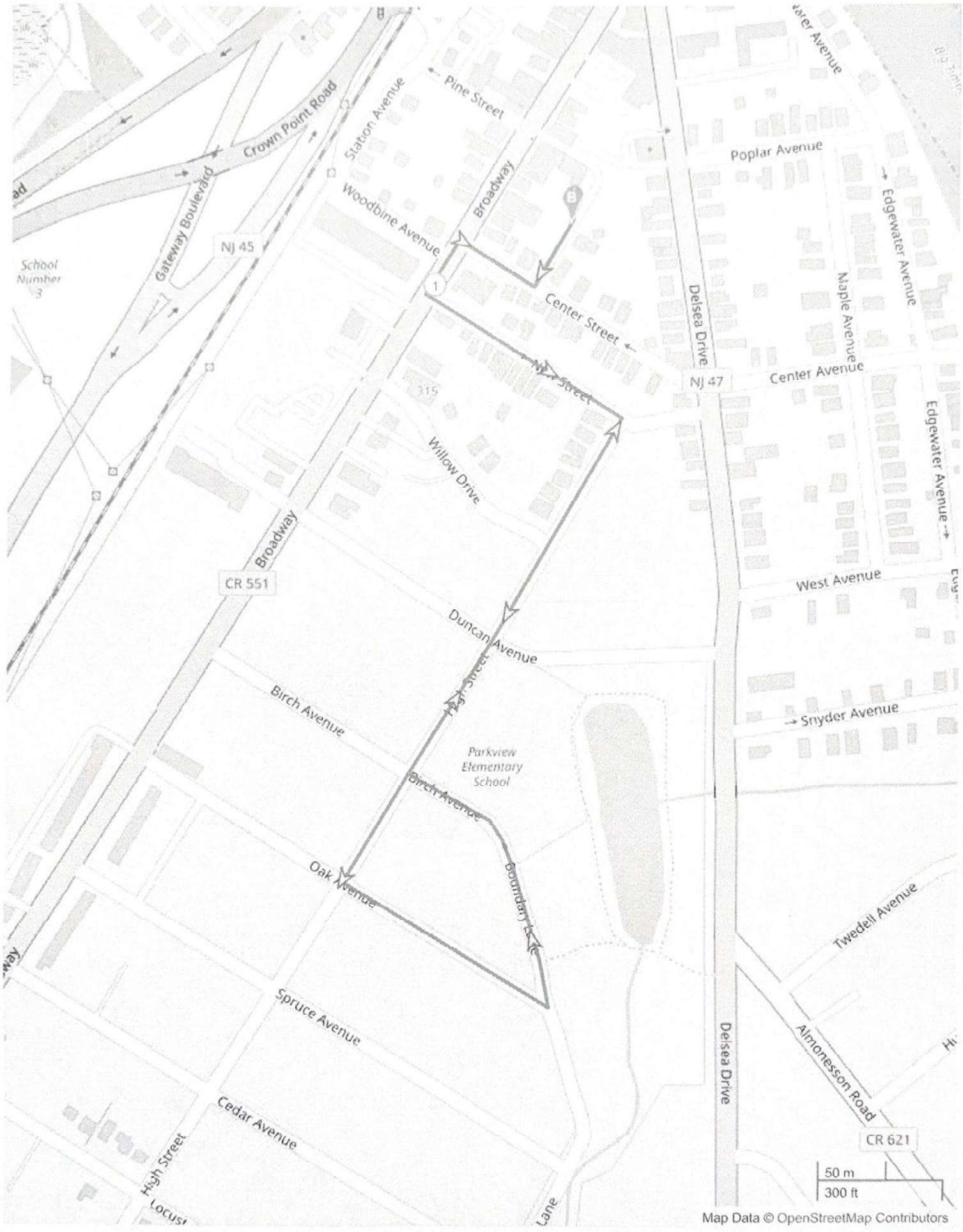
I am emailing with regards to our annual application for our 1 Mile New Year's Day run we do in Westville. In the past I have worked with Ms. Carroll.

I am attaching the Borough of Westville "Use of Owned Property" form as we start and finish in the parking lot behind 201 Broadway.
I am also attaching the course map we have used in the past and the Insurance Cert for the event. We have requested the Westville Insurance Cert and will have in the coming days.

We are not requesting any roads to be closed. Just the use of the parking lot to have the start/Finish. Westville Brewery is the host of the event. We have course marshals along the way on the 1 Mile course. The run starts at 10am and concludes at 10:30am.

Please let me if know if you need anything from me at this point. I can drop off the originals to you this week if that makes sense.
Please advise.

Ken Culbertson
E-mail: [redacted]
Website: https://gooddayforarun.com/


Crown Point Road
Gateway Boulevard
NJ 45
School Number 3
Station Avenue
Pine Street
Woodbine Avenue
Broadway
Center Street
NJ 47
Delsea Drive
Poplar Avenue
Edgewater Avenue
Maple Avenue
Center Avenue
West Avenue
Willow Drive
CR 551
Duncan Avenue
Birch Avenue
Parkview Elementary School
Oak Avenue
Spruce Avenue
Cedar Avenue
High Street
Twedell Avenue
Almonesson Road
CR 621
50 m
300 ft
Map Data © OpenStreetMap Contributors

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/13/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Management Group 9610 Lima Road, Suite 102 Fort Wayne IN 46818	**CONTACT NAME:** Lindsi Koon **PHONE (A/C, No, Ext):** (765) 517-5736 **FAX (A/C, No):** (765) 517-5736 **E-MAIL ADDRESS:** lkoon@insmgt.com
INSURED Road Runners Club of America/2027 and its Member Clubs 100 W Jefferson Street Suite 202 Falls Church VA 22046	**INSURER(S) AFFORDING COVERAGE** — **NAIC #** **INSURER A :** Granite State Insurance Company — 23809 **INSURER B :** National Union Fire Insurance Company of Pittsburgh, PA — 19445 **INSURER C :** **INSURER D :** **INSURER E :** **INSURER F :**

COVERAGES **CERTIFICATE NUMBER:** 1M **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			AIL0003450335103	12/31/2026	12/31/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Legal Liability to Participants	$ 1,000,000 $ 500,000 $ 5,000 $ 1,000,000 $ 5,000,000 $ 1,000,000 $ 1,000,000
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			AIL0003450335103	12/31/2026	12/31/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $
B	Participant Accident / AD&D			AID0003450335803	12/31/2026	12/31/2027	Medical Expense AD&D Specific Loss Deductible (per claim)	$10,000 $2,500 $250

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

2026 RRCA Event Member

Date of Events: 01/01/27, 03/06/27

CERTIFICATE HOLDER

Good Day for a Run, LLC
1 Pond View Dr
Swedesboro NJ 08085

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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NJLM New Jersey State League of Municipalities

222 West State Street, Trenton, New Jersey 08608
PHONE (609) 695-3481 • FAX (609) 695-0151
EMAIL league@njlm.org • www.njlm.org

Michael F. Cerra, EXECUTIVE DIRECTOR | Loretta Buckelew, DEPUTY EXECUTIVE DIRECTOR

October 19, 2026

Municipal Clerk
Westville Borough, Gloucester
165 Broadway
Westville, New Jersey 08093-1439

Dear Municipal Clerks:

Re: Notice of Proposed Membership Dues

We thank you for your continued support and membership over the last year. The League is dedicated to representing its local government membership in front of the State Legislature and lobbying for the best interests of its members. As a unified whole, the voices of municipalities across the State have a greater impact. Your membership dues allow the League to continue this work and to provide our membership with educational services, tools, and best practices.

We are writing today to let you know that the League Executive Board has proposed a 2% dues increase effective for calendar year 2027. This proposal will be voted on at the Annual Business Meeting held on Thursday, November 19, 2026, at 3:00 p.m. in the AC Convention Center, Room 201. The meeting is open for all to attend.

Membership dues for 2027 will generate $779,377, which represents approximately 14% of the organization's 2026/2027 budget of $5,555,952.

Please make a copy available to the Mayor and Members of the Governing Body.

Sincerely,

Michael F. Cerra

Michael F. Cerra
Executive Director

MFC/mlk

Gloucester County Recording Data Page **Honorable James N. Hogan** **Gloucester County Clerk**	*Official Use Only – Barcode* *60 2026 00035479* Docket: 00035479 Type:XD Pages:8 James N. Hogan, Gloucester County Clerk Receipt#:1327564 11:42:47A Oct 23,2026 Recording Fee: .00 DB 7424 339
Official Use Only – Record & Return	*Official Use Only – Realty Transfer Fee*
Date of Document: 10/20/2026	Type of Document: Declaration of Taking
First Party Name: Borough of Westville	Second Party Name: ALESSANDRO BLAIR, and PNC BANK, NATIONAL ASSOCIATION as successor by acquisition of MIDLANTIC NATIONAL BANK/ SOUTH
Additional Parties:	

THE FOLLOWING SECTION IS REQUIRED FOR DEEDS ONLY	
Block:	Lot:
Municipality:	
Consideration:	
Mailing Address of Grantee:	

THE FOLLOWING SECTION IS FOR ORIGINAL MORTGAGE BOOKING & PAGING INFORMATION FOR ASSIGNMENTS, RELEASES, SATISFACTIONS, DISCHARGES & OTHER ORIGINAL MORTGAGE AGREEMENTS ONLY	
Original Book: 999	Original Page: 161

GLOUCESTER COUNTY RECORDING DATA PAGE

Please do not detach this page from the original document as it contains important recording information and is part of the permanent record.

DB 7424 340
DOCKET# 00035479

File No. 06065-9

Law Offices
PARKER McCAY P.A.
Keivn D. Sheehan, Esquire
Atty ID #: 044671990
9000 Midlantic Drive, Suite 300
P.O. Box 5054
Mount Laurel, New Jersey 08054
(856) 596-8900
Attorneys for Plaintiff, Borough of Westville

BOROUGH OF WESTVILLE, Plaintiff, v. ALESSANDRO BLAIR, and PNC BANK, NATIONAL ASSOCIATION as successor by acquisition of MIDLANTIC NATIONAL BANK/SOUTH Defendants.	SUPERIOR COURT OF NEW JERSEY LAW DIVISION GLOUCESTER COUNTY DOCKET NO. GLO-L-000332-26 CIVIL ACTION **DECLARATION OF TAKING**

Plaintiff, Borough of Westville ("Borough"), by and through its attorney, Kevin D. Sheehan, Esq., of the Law Offices of Parker McCay, P.A., hereby declares as follows:

1. Possession of the premises described in the Verified Complaint filed in this action and known as Lot 39 in Block 34 as shown on the Tax Map of the Borough of Westville, commonly known 185 Broadway, in the Borough of Westville and the County of Gloucester, is hereby taken by and for the use of the Borough (the "Property"). A metes and bounds legal description of the premises is attached hereto as Exhibit A.

2. The interest being condemned and taken by the Borough is fee simple title to the Property.

3. The sum of money deposited with the Clerk of the Superior Court is Forty-Three Thousand Dollars ($43,000.00) for the Property which represents the appraised value of the Property.

4. The Borough is entitled to the exclusive possession, title and use of the premises aforesaid, and will forthwith enter into and take possession of it, as authorized by N.J.S.A. 40A:12A-1, *et seq.*, N.J.S.A. 40:60-25.1 and N.J.S.A. 20:3-1, *et seq.*

5. The names and addresses of all condemnees known to the Borough, after reasonable investigation, and the nature of their interest in the property are as follows:

Alessandro Blair
233 W. Browning Road
Bellmawr, NJ 08031
Defendant, Property Owner

Alessandro Blair
c/o Mark P. Asselta, Esquire
Brown & Connery
6 North Broad Street
Woodbury, New Jersey 08096
Attorney for Defendant, Allessandro Blair

PNC Bank, National Association
As successor by acquisition of
Midlantic National Bank/South
c/o Corporation Service Company, Registered Agent
100 Charles Ewing Boulevard, Suite 160
Ewing, NJ 08628
Defendant, Possible lien holder

No other person or corporation appears of record to have an interest in the said land and premises, and no other person or corporation, which has or may claim to have an interest herein is known to the Plaintiff.

IN WITNESS WHEREOF, the Borough has caused this declaration to be signed and sealed on this 20 day of October, 2026.

ATTEST:

BY: _____
Ryan J. Giles, Borough Clerk

BOROUGH OF WESTVILLE

BY: _____
Fritz H. Sims, Jr., Mayor

DB 7424 343
DOCKET# 00035479

ACKNOWLEDGMENT

STATE OF NEW JERSEY :
: SS.
COUNTY OF GLOUCESTER :

On the 20 day of October 2026, Fritz H. Sims, Jr. personally appeared before me and acknowledged under oath to my satisfaction that:

(a) They are the Mayor of the Borough of Westville, the condemning authority named in this Declaration of Taking;

(b) Ryan J. Giles, is the attesting witness to the signing of this Declaration of Taking for the Borough of Westville;

(c) This Declaration of Taking was signed and delivered by the Borough of Westville as its voluntary act duly authorized by Ordinance;

(d) Ryan J. Giles knows the proper seal of the Borough of Westville, which has been affixed to this Declaration of Taking; and

(e) Ryan J. Giles signed this proof to attest to the truth of these facts.

Ryan J. Giles, Borough Clerk

Sworn to and Subscribed before me
this 20 day of Ocrtober 2026.

Sydney L. Packer

SYDNEY L PACKER
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES MARCH 17, 20231
COMMISSION: #50243483

CERTIFICATION

DB 7424 344
DOCKET# 00035479

The within action is not the subject of any other action in any court or the subject of any arbitration proceeding in any court. There is no action or arbitration proceeding contemplated.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

PARKER McCAY P.A.
Attorneys for Plaintiff,
Borough of Westville

KEVIN D. SHEEHAN, ESQ.

Dated: 10/20/26

DB 7424 345
DOCKET# 00035479

EXHIBIT A

Metes & Bounds Legal Description

Exhibit "A"

Legal Description

ALL THAT CERTAIN land and premises situate in the Township of Westville, County of Gloucester and State of New Jersey, bounded and described as follows:

BEGINNING at a point in the East edge of Woodbury and Gloucester Turnpike, now known as Broadway, at the Northwest corner of lot conveyed by Walter H. Horner, et ux to Maud C. Plum, June 3, 1924 and recorded in Book 333, Page 504 and extending; thence

1. Along same, South 52 degrees East, 121 feet to a corner of lands now or formerly of Alfred S. Zbikowski; thence
2. Along lands of Zbikowski South 28 degrees West, 32.17 feet to a corner to lands now or formerly of Herman Zahn; thence
3. Along said lands, North 52 degrees West, 121 feet to a point in the Southeasterly line of Broadway aforesaid; thence
4. Along Broadway, North 28 degrees East, 32.17 feet to the place of BEGINNING.

BEING Lot 39, Block 34, on the Official Tax Map of the Township of Westville.

☞This conveyance is made without the benefit of a title search ☜
☞Seller makes no assurances as to prior title of the aforesaid property ☜

THE GLOUCESTER COUNTY
• UTILITIES AUTHORITY •

November 13th, 2026

TO: ALL PARTICIPANTS

RE: PUBLIC HEARING NOTICE ON PROPOSED RATE SCHEDULE

Dear Participant:

In accordance with the Bond Resolution and New Jersey State Statutes, please be advised the Gloucester County Utilities Authority will hold a Public Hearing on the Proposed Rate Schedule.

The Public Hearing is scheduled for the Board Meeting of December 9th, 2026 at 5:00 pm at the Gloucester County Utilities Authority.

The proposed rate schedule includes a 4.00 percent increase on service charges.

Should you have any questions regarding the above, please do not hesitate to contact me.

Very truly yours,

Gene Concordia
Executive Director

2 Paradise Road, West Deptford, N.J. 08066 / (856) 423-3500 / FAX (856) 423-5563

RESOLUTION NO.2027-001

RESOLUTION PROPOSING RATE SCHEDULE
FOR THE GLOUCESTER COUNTY UTILITIES AUTHORITY

WHEREAS, the Gloucester County Utilities Authority had previously, on November 12, 2025, established a schedule of rates for the services it provides; and,

WHEREAS, the Gloucester County Utilities Authority desires to amend said schedule to provide for increase service charges; and

WHEREAS, the Gloucester County Utilities Authority desires to formalize the new rate schedule and incorporate it into the Fiscal 2027 Annual Operating Budget; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Gloucester County Utilities Authority, on this 12th day of November 2026, that the changes to the Rate Schedule, as detailed in the attached and incorporated herein by reference, are proposed; said rates will apply to all services rendered on or after January 1, 2027, and will continue to be in force until amended by formal resolution.

LET IT ALSO BE RESOLVED that all other rates and charges of the Authority shall remain the same as previously established; and

That, in accordance with *N.J.S.A.* 40:14B-23, a public hearing is to be held, to hear all concerns or comments about the revised rates, as part of the Authority's regular Board meeting on December 9, 2026, and

That this resolution shall be published pursuant to *N.J.S.A.* 40:14B-23, *et seq.* and *N.J.S.A.* 35:3-2 on the Authority's website and mailed to the Clerk of each Municipality serviced by the Authority at least 20 days prior to the public hearing; and

THE GLOUCESTER COUNTY UTILITIES AUTHORITY

Edward Coryell

EDWARD CORYELL, CHAIRMAN

ATTEST:

Paul Medany

PAUL MEDANY, SECRETARY

CERTIFICATION

The foregoing Resolution was duly adopted by the Committee of the Gloucester County Utilities Authority at a meeting held on the 12th day of November 2026.

PAUL MEDANY, SECRETARY

GLOUCESTER COUNTY UTILITIES AUTHORITY
PROPOSED RATE SCHEDULE (2027)

TYPE OF WASTE	STANDARD RATE
Domestic Wastewater	$3,674/million gallons
Discharges from Contaminated Groundwater Sites	$11,022/million gallons
Surcharge for BOD (Biological Oxygen Demand)	$1,010/ton for all amounts in excess of 300 parts per million
Surcharge for SS (Suspended Solids)	$1,010/ton for all amounts in excess of 300 parts per million
Screenings & Grit	$105.00/ton (Originating in Gloucester County Only)
Domestic & Commercial Septage	$0.08/gal
Grease	$0.13/gal
Sludge in Tank Trucks	
0 - 3.99% solids	$0.08/gal
4 - 5.99% solids	$0.11/gal

Leachate & Non-Hazardous Industrial Waste

1. Class 1 (0-20,000 mg/l COD)	$0.07/gal
2. Class 2 (20,001-40,000 mg/l COD)	$0.08/gal
3. Class 3 (40,001-60,000 mg/l COD)	$0.09/gal
4. Class 4 (60,001-80,000 mg/l COD)	$0.10/gal
5. Class 5 (80,001-100,000 mg/l COD)	$0.11/gal
6. Class 6 (100,001-120,000 mg/l COD)	$0.12/gal
7. Class 7 (120,001-140,000 mg/l COD)	$0.13/gal
8. Class 8 (140,001-160,000 mg/l COD)	$0.14/gal
9. Class 9 (160,001-180,000 mg/l COD)	$0.15/gal
10. Class 10 (180,001-200,000 mg/l COD)	$0.16/gal

Effective 01-01-2027

Resolution

No. 151-2026

AUTHORIZING EXECUTIVE SESSION PURSUANT TO N.J.S.A. 10:4-12, 13

WHEREAS, the Public shall be excluded from this meeting pursuant to N.J.S.A. 10:4-12, 13 for the discussion of the following:

[X]	Personnel Matters	Administration
[ ]	Employment Matters	
[ ]	Negotiation/Contractual Matters	
[ ]	Purchase, Sale, Lease of Property	
[ ]	Individual Privacy (10:4-12(6)3)	
[ ]	Federal Funds	
[ ]	Protection of Public Safety & Property	
[ ]	Pending Litigation	
[ ]	Contract Negotiations	

BE IT FURTHER RESOLVED that the disclosure to the public of the discussion conducted in closed session shall not be made until such matters have been resolved; and that this meeting

[ ] Shall not reconvene this evening or;
[X] Shall reconvene in public session at the conclusion of the Executive Session.

THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Westville that this meeting be in Executive adjournment.

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, November 23, 2026.

BOROUGH OF WESTVILLE

ATTEST:

Fritz H. Sims, Jr.
MAYOR

Sydney Packer
DEPUTY MUNICIPAL CLERK

Westville Police Department
167 Broadway
Westville NJ 08093
Phone: (856) 456-9444
Fax: (856) 456-5258

Michael Packer
Chief of Police

Erik Hibbs
Lieutenant of Police

October 2026 Police CAD Activity Report

Motor Vehicle Stops- **313**

Assaults - **10**

Robbery – **1**

Burglary/Theft Reports – **5**

Property Checks – **133**

Added Patrols – **748**

Motor Vehicle Crashes – **12**

Arrests – **32**

Foot Patrols – **77**

Domestic Violence Incidents – **7**

Parking Enforcement – **15**

Community Policing – **81**

Abandon Vehicles/Local Ordinances – **6**

Possession of Weapon – **0**

Radar CADS – **89**

DUI Arrests - **4**

Juvenile Complaints/Stationhouse Adjustments - **0**

Possession of CDS (Drug Arrests) - **2**

Motor Vehicle Theft (Recovered) - **0**

Total Calls for Service - **2074**

Reports received and typed by officers – **80**

WESTVILLE POLICE DEPARTMENT

October 2026 ARREST REPORT

- On 10-03-2026 Robert Lessig from Deptford was arrested for active warrants during a pedestrian stop.
- On 10-03-2026 Yolanda Irizarry from Westville was arrested for Driving Under the influence during a motor vehicle stop.
- On 10-05-2026 Richard Mitchell from Gloucester City was turned over to Westville Police for having active warrants for his arrest by another Police Department.
- On 10-06-2026 Tabitha Jarrell from Paulsboro was arrested for Possession of a Controlled Dangerous Substance, Possession of Drug Paraphernalia, Failure to Surrender CDS to Police during a motor vehicle stop.
- On 10-06-2026 Amya Richardson from Camden was arrested for active warrants during a motor vehicle stop.
- On 10-06-2026 Jessica Montanez from Westville was arrested for Disorderly Conduct and Simple Assault during a disturbance investigation.
- On 10-06-2026 Tacere Smith from Blackwood was arrested for Disorderly Conduct during a disturbance investigation.
- On 10-06-2026 Timothy McCoy from National Park was arrested for active warrants during a pedestrian stop.
- On 10-07-2026 Christopher Bowman from Monroe was arrested for active warrants during a motor vehicle stop.
- On 10-09-2026 William Wirbick from Westville was arrested for active warrants during a motor vehicle stop.
- On 10-09-2026 John Bethea from Trenton was arrested for active warrants during a motor vehicle stop.
- On 10-10-2026 Robert Jackson from Deptford was arrested for Driving Under the Influence during a motor vehicle stop.
- On 10-11-2026 Jazmin Clement from Westville was turned herself into Westville Police for having active warrants for her arrest.
- On 10-14-2026 Shannon Hubbs from Beverly was arrested for active warrants during a motor vehicle stop.
- On 10-14-2026 a male from Westville was arrested for active warrants during a domestic violence investigation.

- On 10-17-2026 Aboukabar Sacko from Woodbury Heights was arrested for active warrants during a motor vehicle stop.
- On 10-17-2026 David Middleton from Bellmawr was arrested for Driving Under the Influence during a motor vehicle stop.
- On 10-18-2026 Zachary Carey from Gloucester City was arrested for active warrants during a motor vehicle stop.
- On 10-19-2026 Michael Harrison from Westville was arrested for active warrants during a motor vehicle stop.
- On 10-19-2026 Hayden Glick from Moorestown was arrested for active warrants during a soliciting investigation.
- On 10-19-2026 Charles Jackson from Hightstown was arrested for active warrants during a soliciting investigation.
- On 10-19-2026 a female from Westville was arrested for Simple Assault during a domestic violence investigation.
- On 10-20-2026 Christopher McGuigan from Westville was arrested for Driving Under the Influence, Possession of a Controlled Dangerous Substance, and Failure to Surrender CDS to Police.
- On 10-23-2026 Michelle Kizirian from Deptford was arrested for active warrants, Possession of a Controlled Dangerous Substance, Possession of Drug Paraphernalia, and Failure to Surrender CDS to Police during a motor vehicle stop.
- On 10-23-2026 Corrine Cook from Deptford was arrested for active warrants during a public assist call for service.
- On 10-24-2026 Barbara Williams from Paulsboro was arrested for active warrants during a motor vehicle stop.
- On 10-24-2026 William Wolford from Westville was arrested for being a Wanted Person during a motor vehicle stop.
- On 10-25-2026 Alvin Hand 3rd from Westville was arrested for active warrants during a motor vehicle stop.
- On 10-25-2026 Hameed Brooks of Haddon Heights was arrested for Robbery, Burglary, Theft of Movable Property, Possession of Drug Paraphernalia, and active warrants during a burglary investigation.
- On 10-25-2026 Alisha Keenan from Haddon Heights was arrested for active warrants and Possession of Drug Paraphernalia during a Burglary investigation.
- On 10-28-2026 Janet Rivera from Camden was arrested for active warrants and Hindering Her Own Apprehension during a motor vehicle stop.
- On 10-29-2026 Tashianna Campbell from Florence was arrested for active warrants during a motor vehicle stop.

CODE ENFORCEMENT/RENTAL/HOUSING REPORT

- Violation letter sent to 400 block of Delsea Drive for property maintenance.
- Violation letter sent to 100 block of Spruce Avenue for work without permits.
- Violation letter sent to 200 block of Chestnut Street for property maintenance.
- Violation letter sent to 100 block of Folsom Avenue for property maintenance.
- Violation letter sent to Unit block of East Olive Street for property maintenance.
- Violation letter sent to 600 block of Broadway for property maintenance.
- Violation letter sent to 100 block of Maple Avenue for work without permits.
- Violation letter sent to Unit block of Locust Avenue for property maintenance.

58 inspections were completed in the month of October.

INTEREST REPORT -- 2026

			YTD TOTAL	2026 OCTOBER	2026 NOVEMBER	2026 DECEMBER
CURRENT FUND						
AGENCY/PAYROLL ACCOUNT	**0223-00-0274**		$ 702.10	$ 81.39	$ -	$ -
BOARD OF HEALTH	**0223-00-0126**		5.89	0.75		
GENERAL CAPITAL	**0223-00-0142**		419.69	61.76		
CELEBRATION ACCOUNT	**0223-00-0365**		116.11	8.66		
CLERK	**0223-00-0134**		11.32	0.21		
CURRENT (2) Accounts	**0223-00-0084**		5,698.36	563.48		
DOG	**0223-00-0100**		64.28	8.78		
TRUST -- FLEX SPENDING	**0223-00-1280**	**#21**	3.41	0.46		
TRUST -- K-9 DONATIONS	**0223-00-1801**		17.73	2.39		
PLANNING & ZONING ESCROW	**0223-00-0340**	**# 15**	216.36	32.38		
TRUST -- OTHER (FIELDSTONE)	**0023-00-0316**	**#21**	4.14	0.56		
TRUST -- FORFEITURE	**0223-00-0381**	**#21**	5.15	NO STATEMENT		
MUNICPAL ALLIANCE	**0223-00-0373**	**# 13**	25.10	3.39		
RECREATION	**0223-00-1298**	**# 14**	2.94	0.40		
SEWER	**0223-00-0092**	**# 01**	2,907.59	344.41		
SMALL CITIES	**0223-00-0357**	**# 23**	182.25	24.56		
SUNOCO - ESCROW	**0223-00-2023**	**# 15**	1.31	0.17		
UNEMPLOYMENT	**0223-00-0399**	**# 18**	77.73	10.55		
TAX COLLECTOR REPORT	**0223-00-0159**		1,980.34	143.09		
TAX COLLECTOR REPORT TTL	**0223-00-0167**		1,062.73	116.49		
			$ 13,504.53	$ 1,403.88	$ -	$ -
WATER UTILITY FUND						
WATER CAPITAL	**0223-00-0324**		4,010.44	26.10		
WATER OPERATING	**0223-00-0076**		6,211.13	671.05		
			$ 10,221.57	$ 697.15	$ -	$ -
YTD TOTAL			$ 23,726.10	$ 11,865.20	$ 11,865.20	$ 11,865.20

REPORT OF THE CHIEF FINANCIAL OFFICER **2026**

CURRENT FUND # 2536 & 2737		**OCTOBER**	**OCTOBER**
BALANCE BEG MONTH	tax	$ 385,476.38	$ ***1,270,488.96***
MONTHLY RECEIPTS	curr	365,331.94	1,654,177.40
MONTHLY DISBURSED			2,173,858.04
ENDING BALANCE		$ 750,808.32	$ 750,808.32
			$ -
WATER OPERATING		**0223-000-076**	
BALANCE BEG MONTH			$ ***864,380.30***
MONTHLY RECEIPTS			626,016.56
MONTHLY DISBURSED			451,475.46
ENDING BALANCE			$ 1,038,921.40

CASH BALANCES -- OTHER ACCOUNTS			**OCTOBER**	
COMBINED AGENCY & PAYROLL	**0223-00-0274**	**R**	$ 103,793.06	**R**
BOARD OF HEALTH	**0223-00-0126**	**R**	1,008.75	**R**
GENERAL CAPITAL	**0223-00-0142**	**R**	310,858.08	**R**
CELEBRATION ACCOUNT	**0223-00-0365**	**R**	13,501.83	**R**
CLERK	**0223-00-0134**	**R**	177.01	**R**
DOG	**0223-00-0100**	**R**	12,694.54	**R**
TRUST - FLEX SPENDING	**0223-00-1280**	**R**	668.26	**R**
TRUST- K-9 DONATIONS	**0223-00-1801**	**R**	3,460.30	**R**
PLANNING & ZONING ESCROW	**0223-00-0340**	**R**	45,132.60	**R**
TRUST -- FIELDSTONE	**0023-00-0316**	**R**	733.13	**R**
TRUST - FORFEITURE	**0223-00-0381**	**R**	**NO STATEMENT**	**R**
MUNICPAL ALLIANCE	**0223-00-0373**	**R**	4,913.74	**R**
RECREATION	**0223-00-1298**	**R**	574.93	**R**
SEWER	**0223-00-0092**	**R**	615,003.10	**R**
SMALL CITIES	**0223-00-0357**	**R**	35,581.75	**R**
SUNOCO - ESCROW	**0223-00-2023**	**R**	251.42	**R**
UNEMPLOYMENT	**0223-00-0399**	**R**	15,410.87	**R**
WATER CAPITAL	**0223-00-0324**	**R**	32,845.56	**R**
TAX COLLECTOR - TTL	**0223-00-0167**	**C**	178,570.26	**C**
			$ 1,375,179.19	

John A. Bruno, Jr.
Chief Financial Officer

TAX COLLECTOR'S YEAR TO DATE CASH RECEIPTS REPORT

OCTOBER 2026 ~ FINANCE COMMITTEE

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

DESCRIPTION	Arrears/Other	2025	2026	Interest	Totals
Property Taxes		$ 49,885.59	$ 10,617,299.51	$ 13,390.61	$ 10,680,575.71
SC/D Ded Repay		$ 1,249.46		$ 0.54	$ 1,250.00
Added Assessment			$ 632.81		$ 632.81
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	$ 147,413.46			$ 17,408.04	$ 164,821.50
Recording Fee	$ 932.00				$ 932.00
Foreclosure Fee	$ 8,535.50				$ 8,535.50
Cost of Sale				$ 2,296.87	$ 2,296.87
Tax Sale Premium	$ 145,500.00				$ 145,500.00
Cost of Sale				$ 791.68	
TOTALS	$ 302,380.96	$ 88,659.24	$ 10,666,617.16	$ 37,330.43	$ 11,095,350.10

Respectfully Submitted,

Nicole L. O'Hara, Certified Tax Collector

TAX COLLECTOR'S YEAR TO DATE CASH RECEIPTS REPORT

OCTOBER 2026 ~ FINANCE COMMITTEE

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

DESCRIPTION	Arrears/Other	2025	2026	Interest	Totals
Property Taxes			$ 582,968.46	$ 2,128.32	$ 585,096.78
Added Assessment			$ 195.98		$ 195.98
Outside Lien	$ 21,601.30			$ 4,132.02	$ 25,733.32
TTL Foreclosure	$ 4,116.58				$ 4,116.58
Lien Recording Fee	$ 248.00				$ 248.00
TOTALS	$ 25,965.88		$ 583,164.44	$ 6,260.34	$ 615,390.66

Respectfully Submitted,

Nicole L. O'Hara, Certified Tax Collector

2026 YEAR TO DATE CLERK'S REPORT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Police Reports	$43.00	$47.85	$120.10	$33.25	$67.80	$48.95	$46.10	$129.25	$332.15	$35.65			**$904.10**
Rent													**$0.00**
Notary				$2.50									**$2.50**
Death Certificates	$795.00	$865.00	$1,020.00	$790.00	$595.00	$1,090.00	$445.00	$580.00	$245.00	$645.00			**$7,070.00**
Fetal Death Cert													**$0.00**
Fetal Burial Permit													**$0.00**
Marriage Licenses		$28.00	$140.00	$56.00	$56.00	$56.00	$112.00	$84.00	$84.00	$28.00			**$644.00**
Certified Marriage		$30.00	$70.00	$30.00	$30.00	$70.00	$30.00	$110.00	$70.00	$20.00			**$460.00**
Birth Certificates			$10.00										**$10.00**
Amusement Licenses		$10.00	$220.00										**$230.00**
Used Cars Licenses		$500.00	$950.00										**$1,450.00**
Taxi Licenses													**$0.00**
Liquor Licenses						$14,418.00							**$14,418.00**
OPRA													**$0.00**
Peddler Permits		$35.00	$35.00	$275.00		$50.00	$125.00						**$520.00**
Peddler Badges				$10.00	$90.00		$70.00						**$170.00**
Maps													**$0.00**
Firearms Permits			$2,601.65		$1,550.00	$725.00		$50.00					**$4,926.65**
Cat Licenses		$13.00	$10.00										**$23.00**
Street Opening			$5,043.65		$200.00		$200.00		$400.00				**$5,843.65**
200 ft. List		$20.00	$10.00						$10.00	$10.00			**$50.00**
3rd Lien													**$0.00**
Copies													**$0.00**
Raffles/Bingo		$25.00							$20.00				**$45.00**
	$838.00	**$1,573.85**	**$10,230.40**	**$1,196.75**	**$2,588.80**	**$16,457.95**	**$1,028.10**	**$953.25**	**$1,161.15**	**$738.65**	**$0.00**	**$0.00**	**$36,766.90**

Mayor and Council
Construction Report
Housing Fees Collected

November 18, 2026

2026	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	YEAR TO DATE
Subcode Inspections											
Building	14	7	6	19	12	22	7	14	15	10	126
Electric	21	6	8	20	15	20	15	7	11	19	142
Plumbing	12	2	7	7	8	15	11	3	2	7	74
Fire	7	0	2	4	1	6	3	3	2	2	30
Mechanical	7	3	3	5	6	7	6	4	8	4	53
Complaints Issues											
Fees Collected	$2,178.00	$ 3,555.00	$ 8,251.00	$5,627.00	$7,369.00	$6,409.00	$4,500.00	$3,364.00	$7,536.00	$8,707.00	$57,496.00
Commercial CO	$0.00	$0.00	$0.00	$0.00	$0.00	$175.00	$175.00	$0.00	$0.00	$175.00	$525.00
Violations / Penalties	$0.00	$0.00	$2,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total fees collected	$2,178.00	$ 3,555.00	$ 10,251.00	$5,627.00	$7,369.00	$6,584.00	$4,675.00	$3,364.00	$7,536.00	$8,882.00	$60,021.00
Permits Issued	11	13	19	22	24	22	18	19	29	34	211
Cert. Of Approval	25	8	8	16	11	9	22	17	23	14	153
Housing CO & REG.FEES	$39,261.00	$ 20,915.00	$ 18,013.00	$ 10,349.00	$ 16,174.00	$ 16,262.00	$ 6,141.00	$ 3,448.00	$ 3,450.00	$ 2,815.00	$136,828.00
Total Fees Collected	$39,261.00	$ 20,915.00	$ 18,013.00	$ 10,349.00	$ 16,174.00	$ 16,262.00	$ 6,141.00	$ 3,448.00	$ 3,450.00	$ 2,815.00	$136,828.00

Respectfully submitted,

Linda Sims
CONSTRUCTION ADMIN

Borough of Westville
Water

To: Donna Domico, Chairperson
Tracy Van Acker
Mandi McCullough

Description	October	Year to Date
Arrears/ Other	$2,515.18	$33,890.94
2025	$0.00	$33,233.15
2026	$216,011.22	$1,364,347.09
Interest	$867.35	$7,654.23
Lab Fees	$726.08	$196,150.96
Payment Plans	$110.00	$514.29
Totals	**$220,119.83**	**$1,635,276.37**

Respectfully,

Erin Herrmann

Borough of Westville
Sewer

To: Donna Domico, Chairperson
Tracy Van Acker
Mandi McCullough

Description	October	Year to Date
Arrears/ Other	$1,866.76	$10,854.97
2025	$112.85	$32,392.74
2026	$136,468.71	$913,221.41
Interest	$590.98	$5,065.06
Totals	**$139,039.30**	**$961,534.18**

Respectfully,



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 Packer ~ Deputy Municipal Clerk

SUBJECT: Operation report for the month of October 2026

	2026	*2025*
Gallons of Sewage Pumped to the GCUA	16,050,000	9,992,000
Average Per Day	518,000	322,323
Cost for Treatment of Sewage	$56,704.65	$34,642.26
Average Per Day	$1,829.18	$1,117.49
Rainfall	3.35	2.43
Number of Service Calls	4	4

Sewers were compounded and preventative maintenance done on sewer line throughout the town. Preventive maintenance was done on Broadway & Duncan Ave., Boundary Lane & Locust Ave., Hazel Ave, E. Olive Street & Cypress Court, E. Olive Street & High St, 200 block of W. Olive Street, Yale & Harvard, End of Walnut.

Sewer mains and manholes were cleaned and maintained as necessary and/or requested. 2 possible stopped sewers on Hillside Ave and Locust Ave, boro lines were down and running at both locations. Both lines were jetted anyway to no help to the homeowners.

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 Packer ~ Deputy Municipal Clerk

SUBJECT: Operation report for the month of October 2026

Dog waste receptacles were restocked with bags at all Parks and Playgrounds. Refreshed mulch in park areas with certified playground mulch.

Picked up weeds and brush from community gardens.

Turned off sprinkler systems at ball fields for the winter.

Provided support for Parkview Elementary's Trunk or Treat event on 10/23

Provided restroom access and tables for Cub Scout Pack 9 Tent or Treat Camp Out 10/30

Respectfully submitted,

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 Packer ~ Deputy Municipal Clerk

SUBJECT: Operation report for the month of October 2026

	2026	*2025*
Tons of Trash Collected	180.45	201.35
Cost of Trash Disposal	$15,652.23	$17,255.89
Average Cost Per Ton	$86.74	$86.74
Number of Service Calls	18	24

All equipment in the Public Works Department was cleaned, washed, checked and maintained. Completed all work orders and requests for Boro Hall. Delivered hazardous household waste on HSW Collection Day to Gloucester County Roads Dept. Cleaned off all storm drains throughout the Borough. Filled various pot holes.

SHUTTLE BUS	*2026*	*2025*
Number of Passengers	72	122
Days Operated	9	12
Number of Runs	25	33
Avg. Passengers Per Day	8	10.2
Gallons of Gas Used	30	19.6
Average Per Day	3.33	1.63

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 Packer ~ Deputy Municipal Clerk

SUBJECT: Operation report for the month of October 2026

	2026	*2025*
Tons of Waste NOT Taken to the Incinerator	48.28	41.36
Cost if Waste Was Taken to the Incinerator	$4,188.20	$3,587.11
Amount Received from Recyclable Material	$445.00	$209.20
Cost to Dispose of Recyclable Material	$2,814.68	$3,219.07
Amount Saved by Recycling	**$1,818.51**	**$577.24**

Respectfully submitted,

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

*** Includes amount <u>Paid</u> 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 Packer ~ Deputy Municipal Clerk

SUBJECT: Operation report for the month of October 2026

	2026	*2025*
Gallons of Water Treated and Delivered	11,735,200	14,684,000
Average Per Day	378,555	473,677
Hours Plant Operated	447.1	451.6
Average Per Day	14.4	14.6
Gallons of Water Recycled	151,649	201,368
Average Per Week	30,330	40,274
Yearly Water Allocation	192.909	192.909
Well Water Pumped for Month	12.116	13.960
Remaining Water Allocation	42.8677	59.639
Total Allocation Used YTD	150.0413	133.271
Number of Service Calls	50	76
Number of Sensus Water Meters Installed	16	5
Number of Radio Read Remotes Installed	4	5

Meter readings, repairs, and leak checks were completed as necessary or requested. All equipment in the water treatment plant was maintained daily. Lead and copper samples delivered and collected.

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

November 17, 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
Sydney Packer, 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. Installation is complete
2. Media has been delivered.
3. Pressure and bacteria tests have passed.
4. Start-up training is scheduled for 8/19/26.
5. System is online.
6. The Pole Barn building project was awarded to Pioneer Pole Barns.
7. Building fabrication is in progress.
8. Work is anticipated to start the first week of December.

C. CDBG Replacement of Bathrooms at Senior Center:

1. The project was approved for bids on 11/26/26.
2. The project is out for bids; bid opening is scheduled for 12/9/26.

II. MUNICIPAL AID PROJECTS

D. NJDOT FY22 – Lehigh & State Road:

1. Project has been closed out by the NJDOT.

E. 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.
15. The NJDOT has issued a punchlist.

F. 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.
12. The NJDOT has issued a punchlist.

G. 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.

H. 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.
5. We are awaiting building delivery.
6. We have requested that Landberg Construction prepare the site for building delivery.