

**BOROUGH OF PITMAN
COUNCIL MEETING MINUTES
NOVEMBER 14, 2016
8:00 P.M.**

Call to Order

Time: 8:07 p.m.

Salute to the Flag/Moment of Silence

Councilman Blass

Open Public Meetings Act Statement - Pursuant to the Open Public Meetings Act, I hereby announce that adequate notice of this meeting has been provided by adopting a schedule of regular meetings for 2016, which was posted on the Borough Hall bulletin board, sent to the "South Jersey Times" and filed with the Municipal Clerk on January 3, 2016.

Roll Call

Councilman Austin: Present
Councilwoman Higbee: Present
Councilman Razzo: Present
Mayor Johnson: Absent
Borough Clerk O'Donnell: Present

Councilman Blass: Present
Council President Pierpont: Present
Councilwoman Rudley: Present
Borough Solicitor Alice: Present

Approval of Minutes

Work Session, Formal Meeting, and Closed Formal Meeting Minutes of October 24, 2016

Motion: Blass

Second: Austin

Roll Call:

Councilman Austin: Yes
Councilman Blass: Yes
Councilwoman Higbee: Yes
Councilman Razzo: Abstains to Work Session; Approves Formal and Closed Meeting Minutes
Councilwoman Rudley: Yes
Council President Pierpont: Abstain

Committee Reports

Councilwoman Rudley

Councilwoman Rudley congratulated Councilman Razzo and Councilman Austin for a successful election.

The Police Department Chow Down Uptown food truck event hosted approximately 5,000 people, with many of the food trucks selling out. It was a very successful night and we are looking forward to this becoming an annual event. There have been some requests to leave the lights on in Ballard Park since this event, and this is something that will be entertained.

Firearm qualifications are ongoing for the Police Department and Ptlm. Samuel Hoffman received a

commendation for helping a young child.

The Borough's Fire Chief has followed up with the county to request that the alarm not be used during the overnight hours. In addition, there have been a number of false alarms at the high school, and we have been working with them to fix the problem.

Highland Chemical Engine Company will hold their annual Butter Ball Thanksgiving Eve Beef and Beer. This is a fundraiser for them, which will be held on November 23, from 6:30 p.m. until 1:00 a.m. This is a 21 and over event, and the cost is \$30.00 per person.

The Economic Development Committee hosted a Bankers and Brokers Open House event on November 10. The purpose of this event was to provide an opportunity for those interested in commercial space in Pitman to tour each available space and speak to the listing agents of each space. There were twenty-two attendees on Thursday night. Many of these small business owners all have been in touch in the past, and are serious about expanding their location into Pitman. It was a great turn out.

A number of businesses had open houses this past weekend, which were very well attended.

One of the focuses of the Economic Development Committee is to host and encourage other hosting events by the business owners, and we are seeing great interest in Pitman.

The Borough is planning the rollout of a "Shop Pitman" program. Details will be provided soon.

Councilwoman Higbee

In conjunction with Pitman's Shred Event held on October 15, there are two dates available for Pitman residents to take paper to DocuVault located at 1240 Forest Parkway, Suite 100, in West Deptford. They are December 7 and January 11, from 7:00 a.m. to 11:00 a.m. Plain paper or paper bound with staples, paper clips, and rubber bands are accepted.

Recently, we have had Clean Communities clean-ups performed by the Rotary Club, Cub Scouts, and church groups. Next weekend there will be three groups doing clean ups, a school group, the VFW and the American Legion. They are the last groups scheduled until Spring 2017.

The second grade from W.C.K. Walls School visited Borough Hall to see Council Chambers and the Police Department. In Council Chambers, I directed them in a mock Council Meeting. Later, thank you letters were sent by the children.

Last Thursday evening, I attended the Historic Commission meeting in Councilman Blass's absence. Four applications were reviewed, and three were approved as presented. The fourth was not accepted in its entirety. Three changes were required in the application in order for it to meet guidelines. In addition, suggested changes to the guidelines concerning the commercial district were discussed.

Congratulations to Councilman Austin and Councilman Razzo on the recent election.

Councilman Blass

On October 25, I gave a group of Girl Scouts, led by Heather Curley, a tour of the Pitman Museum. This was part of their exploration of local history.

On October 28, my wife and I went on the Pitman Ghost Tour and enjoyed it very much. I want to thank Councilwoman Rudley for her initiative. I know she was helped by Vanessa James, as well as local author, Jason James. These women gave up several nights to be guides. I appreciated their enthusiasm as they wove fact and fiction into a cohesive story that showcased the Borough.

The Memorabilia Committee met on November 1. They planned out the rest of the year, particularly coverage for the Museum on the day of the Pitman House Tour.

This past week a tree service removed three trees from the Eleventh-Twelfth Avenue parking lot, and the Tenth-Eleventh Avenue lot. An arborist deemed the removal of these trees as a priority. This is part of a more proactive approach by the Borough to remove potentially dangerous trees.

Congratulations to Councilman Razzo and Councilman Austin on their re-election, I am honored to again serve with them.

Council President Pierpont

First and foremost, congratulations to Councilman Austin and Councilman Razzo on their election night victory. I look forward to working with them to continue the good things we've accomplished. Congratulations and thank you.

The Green Team is finalizing the report to the State to assess, and hopefully, award points toward certification under "Sustainable New Jersey". The members worked very hard this year and according to Chairman Aspras, we should achieve another sixty points toward our goal of one hundred fifty points needed for certification. The deadline to apply is November 20.

Leaf collection is in full swing. Please place leaves, and leaves only, at the curb for pick-up. Our Highway Department employees are working hard this week to play catch-up with leaves, as well as regular trash and recycling pick-up, bulk trash pick-up, and preparing equipment for snow operations.

As a reminder, any electronic waste such as vacuums, TV's and computers must be disposed of separately from the regular trash stream. These items will not be picked up at the curb and residents wishing to dispose of these items may take them to the designated "e-waste" container at Public Works.

On Friday evening, our Water and Sewer Division was busy repairing a 6-inch water main break on Franklin Avenue. They were on the job for approximately six hours with minimal impact to traffic and residents.

Councilman Austin read the following report:

I attended the McCowan Memorial Library Board of Trustees meeting on October 25. There were 6,050 visitors at the library for the month of October. The next regular meeting of the Board of Trustees has been re-scheduled from November 22 to November 29.

There have been no changes since the last meeting of the Combined Planning and Zoning Board on October 16. Tonight, in the Work Session Meeting, Council did discuss changes to the Historic C-1 zone, which changes will be discussed at the Planning and Zoning Board meeting on November 21. Council President Pierpont will take my place at that meeting as I will be on vacation.

I also want to thank the Police Department for the food truck event; it was a huge success and brought many visitors to town.

I would also like to thank Bobby Jones and Vanessa James for putting themselves out there and for running for Council.

Councilman Razze

First I would like to thank the residents of Pitman for their support for Kevin and me. I also would like to thank my wife Tammi, and my children, for their support over the last nine years, and for their help and encouragement over the last several months. I would like to thank Vanessa and Bobby for their willingness to step up and serve on Council.

The Recreation Commission will meet this Thursday night, here in Council Chambers, at 6:30 p.m.

My thanks to the Police Department for the Food Truck event; it was awesome.

The Environmental Commission met on November 3. Some of the topics discussed were the Green Grounds Policy for the Borough of Pitman, updates to our waste and recycling ordinances, our two lakes, and the accuracy of our leaf collection for the Data Tonnage Grant.

Registration for the Santa Parade closed on Friday, and the line up information will be sent out soon.

The Borough has received a dividend from the Tri-County Joint Insurance Fund in the amount of \$48,203.00. This dividend will be applied as a credit to our 2017 assessment.

New Business

Resolution No. 166, 2016 - Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing 2016 Budget Transfers

Motion: Higbee

Second: Rudley

Roll Call:

Councilman Austin: No

Councilman Blass: Yes

Councilwoman Higbee: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Council President Pierpont: ____

Resolution No. 167, 2016 - Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Approving Final Payment to Krise Electrical Contractor, LLC for the Installation of a New Emergency Generator for the Pitman Municipal Building

Motion: Blass

Second: Razze

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Council President Pierpont: ____

Resolution No. 168, 2016 - Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Supporting Senate Bill 2663 and Assembly Bill 4234

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes
Councilwoman Rudley: Yes
Council President Pierpont: ____

Councilman Razze: Yes

Resolution No. 169, 2016 - Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Approving Verizon Wireless to Locate and Operate Small Network Nodes in the Public Right-of-Way by Attaching to New and Existing Utility Poles in the Borough of Pitman, County of Gloucester, State of New Jersey

Councilman Austin stated that he was reluctant to approve this resolution until the Borough receives some assurance that Verizon will clean up the lines that are loose and looped around poles, and improve the service it provides to Borough residents. He said that it is unacceptable that in such a small area as Pitman, some areas cannot receive FIOS service, while other areas can. A Motion was made to table the resolution to provide time for correspondence from the Borough to Verizon to clarify the issues presented by Councilman Austin.

Motion to table: Blass

Second: Rudley

Roll Call:

Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilwoman Rudley: Yes
Council President Pierpont: ____

Councilman Blass: Yes
Councilman Razze: Yes

Resolution No. 170, 2016 - Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Certifying to the Local Finance Board of the State of New Jersey That the Members of the Governing Body of the Borough of Pitman, County of Gloucester, State of New Jersey has Received and Reviewed the Annual Audit Report for the Fiscal Year Ending December 31, 2015

Motion: Higbee

Second: Rudley

Roll Call:

Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilwoman Rudley: Yes
Council President Pierpont: ____

Councilman Blass: Yes
Councilman Razze: Yes

Resolution No. 171, 2016 - Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing a Closed Meeting

The general nature of the subjects to be discussed shall be:

Employment: New Hire; Public Works Manager
Composition of the Police Department and Potential Promotions
Potential Litigation: Borough of Pitman v. Campbell

Action may be taken.

Motion: Rudley

Second: Higbee

Roll Call:

Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilwoman Rudley: Yes
Council President Pierpont: ____

Councilman Blass: Yes
Councilman Razze: Yes

Resolution No. 172, 2016 - Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Refund of the Cost of a Water Meter for 55 Kenton Avenue, in the Borough of Pitman, County of Gloucester, New Jersey

Motion: Razze
Roll Call:
Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilwoman Rudley: Yes
Council President Pierpont: ____

Second: Blass
Councilman Blass: Yes
Councilman Razze: Yes

Payment of Bills

Motion: Higbee
Roll Call:
Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilwoman Rudley: Yes
Council President Pierpont: ____

Second: Rudley
Councilman Blass: Yes
Councilman Razze: Yes

Event Permit Applications

Event: Christmas in the Park, Santa House, and Trolley Rides
Dates: November 8 – December 23
Time: See Application
Applicant: Greater Pitman Chamber of Commerce
Contact Person: Ronald Brown
Motion: Razze
Roll Call:
Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilwoman Rudley: Yes
Council President Pierpont: ____

Second: Blass
Councilman Blass: Yes
Councilman Razze: Yes

*Event & Signage: Pitman Panther Band 5K Run
Dates: Saturday, November 26
Time: 8:00 a.m.
Applicant: Pitman Panther Band Association
Contact Person: Michael Kennedy
Motion: Razze
Roll Call:
Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilwoman Rudley: Yes
Council President Pierpont: ____

Second: Blass
Councilman Blass: Yes
Councilman Razze: Yes

*Approved pending the submission of a revised Certificate of Liability Insurance naming the Borough as Additional Insured, and changing the dates on the Certificate to include the times for the signage.

Event: 2016 Santa Parade
Dates: November 26
Time: 5:00 PM
Applicant: Pitman Parade Committee
Contact Person: Michael Razze
Motion: Blass

Second: Austin

Roll Call:

Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilwoman Rudley: Yes
Council President Pierpont: ___

Councilman Blass: Yes
Councilman Razzo: Yes

Public Portion

Motion to open to the public: Razzo
Time: 8:50 p.m.

Second: Blass

Jim Fortney, 502 Carew Avenue – In response to the question asked during the Event Permit approval for the Christmas in the Park houses, Mr. Fortney said that weather permitting, the houses will be removed on the first Saturday after the first of the year. Mr. Fortney also mentioned that the grass has been torn up by Pokeman chasers last summer, and the food truck event a few weeks ago. He suggested that the Borough consider putting down grass seed in the spring and changing the watering cycle.

Mr. Fortney also said that in regard to the Borough-owned property along the railroad tracks on Snyder Avenue, the Borough should sell each resident on Snyder a section to be used for parking with the understanding that the resident would be responsible for maintaining it.

Councilman Austin replied that he has told the resident who asked about leasing a spot, that the Borough has no intention of leasing at this time.

Mr. Fortney also asked if the asphalt sidewalk on Crafton and Broadway will be fixed.

Council President Pierpont said that he addressed these concerns with the County Engineer who said that Broadway will be resurfaced from the railroad tracks to the Glassboro/Elk border. The estimated begin time is around December 16.

Mr. Fortney asked why other towns continue to collect fees for the inspection of rental properties located in their communities.

Council President Pierpont replied that in a discussion last year, it was advised by the solicitor at the time that it was illegal to do this.

Councilman Austin said that the Fire Safety Office collects fees by performing fire safety inspections at these properties.

Mr. Fortney asked why the Borough is taking the large amounts of trash that are frequently left behind by tenants of rental properties. He suggested that they should be forced to pay the fee to have the trash removed.

Motion

to close the public portion: Razzo
Time: 8:58 p.m.

Second: Blass

Closed Meeting

Motion to enter into a closed meeting: Blass
Time: 8:58 p.m.

Second: Austin

Motion to return to an open meeting: Blass Second: Higbee
Time: 10:13 p.m.

As a result of discussion in the Closed Meeting, the following action was taken upon returning to an Open Meeting.

A **Motion** was made by Councilwoman Rudley to authorize Chief Daniel McAteer of the Pitman Police Department to advertise and take any steps necessary for the hiring of a Class II SLEO for the Borough of Pitman Police Department.

Second: Austin

All members of Council approve by voice vote.

Resolution No. 173, 2016 - Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Borough Clerk/Administrator to Present a Proposal to Fred Rodi Containing the Salary and Benefits for the Position of Certified Public Works Manager for the Borough of Pitman, County of Gloucester, State of New Jersey

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: No

Councilman Blass: Yes

Councilwoman Higbee: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Council President Pierpont: ____

Adjournment

Motion: Blass

Second: Razze

Time: 10:22 p.m.

Respectfully Submitted,

Judith O'Donnell
Borough Clerk/Administrator