

**BOROUGH OF PITMAN
COUNCIL MEETING MINUTES
JANUARY 22, 2018**

Call to Order

Time: 8:00 p.m.

Salute to the Flag/Moment of Silence

Council President 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 2018, which was posted on the Borough Hall bulletin board, sent to the "South Jersey Times" and filed with the Municipal Clerk on January 6, 2018.

Roll Call

Councilman Austin: Present
Councilman Pierpont: Present
Councilwoman Rudley: Present
Mayor Johnson: Present
Clerk O'Donnell: Present

Council President Blass: Present
Councilman Razzo: Present
Councilman Weng: Present
Borough Solicitor Scaffidi: Present

Proclamation Presentation

Pitman High School Girls Soccer Team

Pitman Fire Department Fire Explorers Presentation

CPR Certifications to RJ Johnson, Warren Johnson, and Grant Creachan

Approval of Minutes

2018 Reorganization Meeting
Formal & Budget Meeting Minutes of January 17, 2018

Motion: Blass

Second: Austin

Roll Call:

Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

Council President Blass: Yes
Councilman Razzo: Yes
Councilman Weng: Yes

Council Reports

Councilman Austin read the following report:

Report for Council January 22, 2018 – Year end

First, I would like to add my congratulations to the Pitman Girls Varsity Soccer Team for their championship. I would also like to thank Mr. Joe Evans for his diligent work in resurrecting the Fire Explorer Program. As witnessed tonight the program is a success and beginning to feed our fire departments with much needed volunteers.

McCowan Memorial Library

It was a very busy year for the library and they were involved in numerous programs and events. Their involvement included, but was not limited to, the summer reading program, Pitman Poems on Parade, Woman's Club Christmas Tour, programs during our 4th Fridays, and the Scarecrow Contest. The Library Director, Sharon Furgason, retired and we wish her the best of everything. The Library Board of Trustees have presented their selection for the new Director, and Council will be voting on that tonight. Attendance for 2017 was reported as 74,145 visitors and story time was attended by 4,071 children.

Combined Planning & Zoning Board/Construction Office

This year also proved to be busy for the combined offices with the much welcomed new business's in town, and the construction that accompanied them. Our Zoning Officer was busy and issued 135 zoning permits, saw 158 residents in his office on Wednesday evenings, attended 31 appointments outside of the office, and completed 27 complaint investigations in 2017.

The Planning and Zoning Board was also busy and continued to process site plans, variances, and subdivision applications for projects throughout the Borough. The "New Use" process for minor site plans was a continued success, and the Master Plan update was completed and accepted by Council.

Our Construction Office issued 626 permits with a value of \$4,049,923. Permit fees collected were \$125,487.00 and 469 Certificates of Occupancy were issued, two new dwelling permits, and one demolition permit for an abandoned house were also issued.

Housing/Code Enforcement

Our officers have been diligently working on maintaining Pitman. They have made great strides during the past three years with abandoned housing. Work on these houses have generated \$19,954.00 in registration fees, but more importantly, \$1,159,349.00 was expended on improvements and transforming these properties into viable housing again.

Fees collected through Community Champions for registration of vacant properties in 2017 totaled \$160,000.00. During the last three years, ninety-two vacant properties were issued permits and forty-five have received Certificates of Occupancy. The Housing Inspectors made 398 change of occupancy inspections, responded to 325 calls, and have attended court numerous times.

Finally, I personally would like to thank all of our employees and volunteers for their hard work and efforts for Pitman during 2017, with special thanks to all the people associated with the Planning and Zoning Board, Construction Office, and the Zoning, Housing, and Code Enforcement Officials who have assisted me throughout the year.

Council President Blass read the following report:

Memorabilia Committee

The Memorabilia Committee maintains the Borough Museum, which is open from March through November usually on the second Saturday and fourth Friday. The Committee started a Facebook page to highlight some of its collection.

The Memorabilia Committee was happy to co-sponsor the Borough's Easter Egg Hunt, Family Day, and Christmas sing-along. The Committee was also happy to help out with the Harry Potter Festival with their display of magical artifacts.

The Memorabilia Committee sponsored a book on Pitman's history for the elementary schools. Titled *An Overview of Pitman: Its History and Charm*, it was a collaborative effort between teacher Katy Hoh, student Rebecca Mazzola, resident historian and former Councilwoman Debra Higbee, and historian and Councilman Paul Blass.

Public Property

About six dead or dying trees were removed from Borough property. Anyone noticing a dying tree should contact Borough Hall. Residents established a community garden on Circle Avenue. By all accounts, it was very successful. This year the Environmental Committee and I worked together and planted trees in some of the borough's parks.

Two borough lots located in the Grove were auctioned off this past fall. These now become tax generating properties rather than lots that we must maintain.

The Borough finalized the purchase of the parking lot behind the old bank building. This was refurbished and provides about twenty new parking spots for those visiting the uptown area.

I was happy to spearhead a thorough examination of the Grove Auditorium. With the support of Council, Mills and Schnoering Architects developed a Building Condition Assessment and Historic Preservation Plan for the building. This provides the Borough with a comprehensive and prioritized list of what needs to be done to maintain our most historic structure.

Councilwoman Rudley

Pitman Police Department

Councilwoman Rudley reported the preliminary 2017 Yearly Total Statistics for the Pitman Police Department:

Arrests: 316

Investigation Reports: 918

Motor Vehicle Stops: 2,897

Written Warnings: 415

Parking Summons: 1,384

Equipment/Moving: 1,690

Upcoming training schedule:

Patrolman Decker will attend ERT Training on January 24.

Patrolman Hoffman will attend SWAT on January 25.

Patrolman Bailey and Patrolman Stefanopoulos are attending the Calibre Press Street Survival Seminar in Atlantic City on February 21 and 22.

Chief McAteer has begun the Advanced Executive Leadership Program offered through the Northwestern University School of Police Staff and Command Online.

Fire Safety Office

The Fire safety Office collected \$141,007.00 in fees for the numerous inspections performed, and for fire permits issued.

Economic Development Committee

The EDC has been hard at work this year hosting two commercial business open houses, as well as partnering in terms of manpower on a number of combined events and efforts with the Chamber of Commerce.

The commercial business open houses have successfully found potential buyers for both Bob's Hobbies and the Vanity Fitness properties. In addition, the EDC is working to help bring attention to the TD Bank location in an effort to find an appropriate purchaser for that property.

In terms of parking efforts, the EDC obtained permission from the First Baptist Church in Pitman to allow public parking on Fridays and Saturdays and also coordinated new parking signage throughout the Uptown business district. The EDC worked with Rowan University on a parking study for recommendations on additional parking alternatives and ideas.

The EDC also worked with Rowan University on an Economic Impact Study for the Pitman Potter Festival and the Haunted Tales of Pitman Ghost Tours. The Ghost Tours had a solid second year, despite taking place on the weekend after the Potter Festival. The Potter Festival was an enormous success, and the average business saw an increase of more than 180% for food and beverage purchases.

The EDC spearheaded the Pitman Winter Village, which was so successful that Councilwoman Rudley said that she was asked numerous times that night whether it would be an every weekend event in December.

Finally, the EDC carried forward the Chamber's Thursday Night Pop-up Parks during a transition time for the Chamber. The events were well attended, and were offered from June until October this past year.

Senior Outreach Committee

The Senior Outreach Committee got off to a great start by holding the first Annual Senior Outreach Fair. We had representatives from Public Works, the Pitman Fire Department and Safety Office, the Police Department, the Borough Finance Office, as well as County Senior Services, Inspira Hospital, Bowman Medical, Pitman Pharmacy, the United Methodist Homes, and additional professionals who specialize in senior services. The event was well attended and the attendees stayed to mix and mingle, while enjoying refreshments.

This event is planned again for September 13, 2018, and the committee is hoping to plan a trip for senior citizens to Ocean Grove, New Jersey this year. Of course, Ocean Grove is a sister community having also been a Methodist Camp Meeting location at the turn of the century.

Additionally, in an effort to embrace our own Pitman history, the Senior Outreach Committee, in conjunction with the school district, hopes to hold a Living History Day for the Borough on June 2, 2018 with an emphasis throughout the historic and business districts on life in the late 1800's and early 1900's.

With respect to the Senior Outreach Committee, Councilwoman Rudley said that she owes her biggest thanks and gratitude to the inaugural members of this committee, Pearl Brown, Shari Hulitt, Michele Matthews, and Councilman Weng. With the new year, Sharon Fugason, Martie Mollenhauer, Debra Higbee, and Michelle Matthews were added to the membership of the committee.

Councilman Weng

Councilman Weng reported that on January 11 he attended a meeting of the Environmental Commission. The Commission reorganized, and Mr. Bob Holwitt was chosen for another term as Chairman. Plans for an Arbor Day event are in the works, to take place on Saturday, April 28. Additionally, the Commission plans to have a presence, as usual, at the upcoming Spring Craft Fair. They next meet on Thursday, February 1 at 7:30 p.m. in Borough Hall.

On January 16, Councilman Weng attended a meeting of the Pitman Combined Planning and Zoning Board. The Board also reorganized and selected Mr. Nick Aspras for another term as Chairman. Three applications from the Historic Commission were presented and all were approved. Additionally, Councilman Weng recalled, some time ago the Borough purchased the old bank building located at 106 South Broadway, and then subdivided that property in order to sell the building while keeping the parking lot in the rear as public property. At their most recent meeting, the Planning and Zoning Board members voted to extend the time to file the deeds regarding that subdivision until February 28, 2018. The Board's Solicitor said that he expects the deeds to be filed very soon if they haven't been already. The Board next meets on February 19 at 7:00 p.m. in Borough Hall.

Councilman Pierpont read the following report:

Our Green Team achieved Bronze Certification for the Borough. This is not an easy thing to accomplish and took three years to achieve. The Green Team is a small group of appointed volunteers that meet once per month here at Borough Hall and work tirelessly with our Administrator, Police Chief, Parks Department, Public Works Department, Combined Planning and Zoning Board and Environmental Commission to document actions we do and use as a Borough, and submit them to the state's Sustainable Jersey Commission for review and points. Our Bronze Certification runs through 2020.

The Greater Pitman Chamber of Commerce added and supported many programs last year to assist and improve our local businesses. Under the leadership of Lisa Morgey and John Fitzpatrick, they have added a user-friendly app and website, enhanced their biannual craft shows, awarded grants for awnings and facade repair, and celebrated new events for our town to enjoy. I look forward to 2018 and applaud their efforts to continue to make Pitman a destination. Stay, Shop, Stroll and Eat local. Look for exciting events to happen in our town sponsored by the Chamber of Commerce.

I am happy to report that it was a good year for our Public Works Department. Under the leadership of Fred Rodi, many improvements were made to the equipment and facilities, but more importantly many of our programs were expanded at no cost to the taxpayers. We now collect and recycle textiles and other items we didn't before. Mr. Rodi is in our schools briefing children and staff on recycling here in Pitman. Our staff at Public Works has doubled down on their efforts to provide prompt and professional service to our community. I always tell them that they are the "ambassadors" of Pitman, meaning that when people see or have contact with them, how they view them and their work, is how they view Pitman.

The end of year collection totals for Public Works follows:

Trash collected – 3,594 tons

Recycling collected - 1,228 tons. Increasing our recycling efforts resulted in a 25% increase in our recycling grant monies from the state.

Sweepings collected – 137 tons. This reflects the street sweeper collection.

Leaves collected – 5,410 cubic yards

Brush collected – 2,763 cubic yards

Public Works, the Green Team, and the Greater Pitman Chamber of Commerce look forward to the challenges of 2018, and will continue to faithfully serve the residents of our fine town.

Councilman Razzo read the following report:

I want to thank Councilman Weng for attending the Environmental Commission meeting for me.

I attended the Board of Education reorganization meeting on January 10. Darlene Powell was sworn in to her seat,

taking the place of Len Clark. The remaining membership of the Board remained unchanged. Judy Walker was sworn in as the new Board President, and Marybeth Koniecki was sworn in as Vice President.

During the monthly meeting, the Board of Education discussed the findings of the demographic study performed last fall. The study reflected only a minor anticipated increase in students based on the current housing stock of the borough over the next five years. The Board went on to discuss the possible reallocation or redistricting of students that was discussed at the community meetings over the fall season. No final determination was made, but Dr. McAleer did express that another community meeting would be set up to discuss the findings. The Board also discussed the new social media policy for the Board members, which mirrors the policy established for faculty and staff of the district. Dr. McAleer discussed some alternative borrowing arrangements that could be made for the needed infrastructure projects in the district and the anticipated loss of approximately \$186,000.00 in state aid for the coming 2018-2019 school year. The Board will be looking closely at any changes as they begin their 2018-2019 budget preparation.

Recreation Director Andy Fox made a special appearance at the Pitman Soccer Association meeting this past week to discuss plans for the Lambs Road soccer fields. The PSA has agreed not to use these fields for the 2018 spring season as Mr. Fox begins the process of seeking quotes for irrigation and improvements at that location. For the 2018 spring season, the PSA has voted to enter into an arrangement with Glassboro Parks and Recreation to use their soccer field on S. Delsea Drive for all games and practices.

The Parks Department removed a few trees from Shertel Park. Going forward, the department will work to insure better communication with the Environmental Commission to make sure everyone is made aware of what is being done prior to any work being completed.

Earlier today I attended the Tri-County Joint Insurance Fund's Executive Claims Committee re-organization meeting in Mullica Hill. The fund welcomed West Deptford Township as their newest member.

New Business

Ordinance No. 1, 2018 – Ordinance of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Amending Chapter XXXV, Entitled “Zoning” of the Code of the Borough of Pitman

First Reading

Motion: Austin

Second: Blass

Roll Call:

Councilman Austin: Yes

Council President Blass: Yes

Councilman Pierpont: Yes

Councilman Razzo: No

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Johnson _____

Resolution No. 30, 2018 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Appointing Andrew Coldren as Director of the McCowan Memorial Library in the Borough of Pitman, County of Gloucester, State of New Jersey

Motion: Austin

Second: Blass

Roll Call:

Councilman Austin: Yes

Council President Blass: Yes

Councilman Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Johnson _____

Resolution No. 31, 2018 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Making Appointments to Specific Boards and Commission Positions and Confirming Such Appointments for the Borough of Pitman, County of Gloucester, State of New Jersey

Motion: Rudley

Second: Weng

Roll Call:

Councilman Austin: Yes

Council President Blass: Abstain

Councilman Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Johnson _____

Resolution No. 32, 2018 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing Refund/Cancellation of Real Estate Taxes and Other Miscellaneous Refunds

Motion: Austin

Second: Blass

Roll Call:

Councilman Austin: Yes

Council President Blass: Yes

Councilman Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Johnson _____

Resolution No. 33, 2018 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Approving Payment No. 1 (Final) to the Contract With Boardwalk Construction, LLC for the “Roof Replacement at Pitman Public Works Garage” Project

Motion: Pierpont

Second: Rudley

Roll Call:

Councilman Austin: Yes

Council President Blass: Yes

Councilman Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Johnson _____

Resolution No. 34, 2018 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Designating Shari Hulitt as the Representative From the Borough of Pitman to the Gloucester County Economic Development Council for 2018

Motion: Rudley

Second: Weng

Roll Call:

Councilman Austin: Yes

Council President Blass: Yes

Councilman Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Johnson _____

Payment of Bills

Motion: Austin

Second: Blass

Roll Call:

Councilman Austin: Yes

Council President Blass: Yes

Councilman Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Johnson _____

Event Permit & Signage Application

Event: Pitman Athletic Association Monthly Board Meetings/Registration Dates

Sponsor: David Ricciardelli

Contact Person: David Ricciardelli

Date & Time: See attached permit

Location: Borough Hall-Council Chambers

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Council President Blass: Yes

Councilman Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Johnson _____

Approved contingent upon submission of a Certificate of Liability Insurance naming the Borough of Pitman as Additional Insured.

Event: Wedding Ceremony

Applicant: April Farthing

Contact Person: April Farthing

Date & Time: May 19, 2018 – 2:30pm

Location: Grove Auditorium

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Council President Blass: Yes

Councilman Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Johnson _____

Approved contingent upon submission of a Certificate of Liability Insurance naming the Borough of Pitman as Additional Insured, and a signed Facilities Use Form for the Grove Auditorium.

Event: Easter Egg Hunt & Activities

Sponsor: Greater Pitman Chamber of Commerce

Contact Person: Vanessa James

Date & Time: March 24, 2018 – 9:00am - 1:00pm

Location: Grove Auditorium and lawn

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Council President Blass: Yes

Councilman Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Johnson _____

Approved contingent upon submission of a Certificate of Liability Insurance naming the Borough of Pitman as Additional Insured.

Public Portion

Motion to open to the public: Razze

Second: Blass

Time: 8:45 p.m.

No public comment.

Motion to close the public portion: Razze
Time: 8:45 p.m.

Second: Blass

Adjournment

Motion: Razze
Time: 8:45 p.m.

Second: Pierpont

Respectfully Submitted,

Judith O'Donnell
Borough Clerk/Administrator