

**BOROUGH OF PITMAN
FORMAL MEETING MINUTES
April 11, 2016**

Call to Order

Time: 8:02 p.m.

Salute to the Flag/Invocation

Councilwoman Higbee

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: Present

Clerk O'Donnell: Present

Councilman Blass: Present

Council President Pierpont: Present

Councilwoman Rudley: Present

Borough Solicitor Alice: Present

Approval of Minutes

Budget Meeting Minutes of March 23, 2016

Work Session & Formal Meeting Minutes, March 28, 2016

Motion: Austin

Second: Higbee

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes to March 28 Minutes; Abstains to Budget Meeting Minutes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes to March 28 Minutes, Abstains to Budget Meeting Minutes

Councilwoman Rudley: Yes

Mayor Johnson _____

Committee Reports

Councilman Austin

The Margaret Heggan Library in Washington Township will be hosting a Library Trustees training session on April 16. Members of the McCowan Memorial Library Board of Trustees will be attending this training. Also, the McCowan Trustees are presently working on the Policies and Procedures Manual for the operation of the library.

Councilman Blass

The Memorabilia Committee met last Tuesday, and made plans for staffing the Historical Museum for a school visit that occurred last Friday. The museum will be open on April 22 from 5:00 p.m. to 7:00 p.m. in conjunction with the Chamber of Commerce 4th Friday event.

A tree on Cedar Avenue was removed. It was decayed at ground level, and in danger of falling onto a shed on an adjoining property.

Councilman Razzo read the following report:

The applications to participate in the Borough's Fourth of July Parade will go live on the parade's website this weekend. The theme of the parade is "Pitman Celebrates 100 Years of America's National Parks" and again, all applications will be available on line, or here at Borough Hall, and will remain open until mid-June.

The Environmental Commission met last Thursday night. In addition to the topics discussed in Work Session, they also discussed Earth Day. The celebration of Earth Day these last couple of years has been a little different than the National Earth Day. It has coincided with the Spring Craft Show in Ballard Park. With the resignation of Joanne Hunter from the Commission, we are not sure if we are going to continue with Earth Day. There are some questions about the availability of the Wetlands Institute, which is always a big draw, and questions about the availability of manpower for the event. There were several members of the Commission at the meeting who did discuss that they would look into a few different things to try that would help to keep it alive.

Also last Thursday, the Recreation Commission met, and it was announced that T-ball will open on April 16. Also in the planning stages right now are, summer band, summer theatre, summer soccer and summer playground. Recreation Director Andy Fox has already started the planning of the 4th of July Road Race. Applications are now open, and available on the Borough's website.

We also have Youth Week scheduled to begin on April 29 with a dance at the Pitman Middle School, Youth Council will meet on May 1 at 7:00 p.m., Monday night will be Movie Night at Broadway Theatre, Tuesday, May 3, Talent Night, Wednesday, May 4, High Elevations Night, May 6, Career Day, and May 7, Track and Field Meet at the Pitman High School track, for grades K – 12. The Fishing Tournament, which is hosted by the Pitman Police Department and the Recreation Department, will also be held on May 7 at Alcyon Lake.

Council President Pierpont read the following report:

The project to replace the aging and failing infrastructure as well as new asphalt and curbing for N. Brentwood, Elm, Spruce and Elsie Avenues has begun. Please expect some inconvenience while this very important project is being worked. If you have any questions or concerns, please call myself or Mr. Alexander at 589-1040.

Speaking of projects, last week we received notification from the New Jersey Department of Transportation, that the Borough has been awarded a grant for \$193,000 of the \$357,000 requested for resurfacing Hudson Avenue from Elm Avenue to Lambs Road. The grant was first applied for and denied in 2009, but in a "never say die" mind set, we reapplied for this funding and received this portion.

Tonight we will read a resolution to lien a property on West Jersey Avenue for Borough funds spent to rid the curb line of bulk trash, TV's and paint cans. While it's easy to just remedy the problem by picking it up, it's a process and joint effort between the Code Enforcement Officer, who falls under the auspices of Councilman Austin, and our Public Works Department. I want to thank Councilman Austin for his support in this endeavor.

In-street leaf collection has begun. Please, only leaves should be placed at the curb for pick up. No shrubs, plants, or sticks are allowed in with the pile of leaves. These items should be placed in a can or bag for pick up.

Any resident wanting free mulch delivered to their door should visit the Borough of Pitman website, or call 589-1040 to place an order.

Councilwoman Higbee

Councilwoman Higbee reported that applications for the Property Tax Reimbursement Program for the State of New Jersey, otherwise known as the Senior Freeze, are due on June 1. June 17 is the date that has been set for the tax sale for the Borough. A list of properties will not be produced until late May or early June. Our Tax Collector received \$224,997.13 in payments during the month of March.

Councilwoman Rudley

The Economic Development Committee will be holding their ABBA Tribute Band Fund Raiser this coming Saturday at 8:00 p.m. at the Broadway Theatre. The Chamber of Commerce will be donating monies received from this fund raising effort to the Pop-Up Pocket Park. Tickets can be purchased online at broadwaytheatre.org.

The Pitman Police Department held a mandated inspection of the holding cell area on April 7, 2016. The inspection revealed that our holding cell is considered an extension of the processing area, and as such was compliant. There were some minor issues with our Standard Operations Procedure Guidelines Policy. The wording will be corrected upon reviewing information from the New Jersey Department of Corrections.

On Thursday evening, April 7, 2016, the Pitman Police Department, and Chief McAteer, were recognized for their efforts and their participation in the Gloucester County NarCan Initiative. Sgt. Tom Zander was recognized specifically with a Certificate of Recognition from the Gloucester County Prosecutor's Office and a Certificate of Commendation from the Gloucester County Freeholders for his individual effort of four NarCan saves. The ceremony was held at the second Annual Gloucester County Wellness Recovery Resource Fair, which was attended by Chief McAteer.

Also on April 7, Chief Dan McAteer attended the New Jersey State Association of Chiefs of Police monthly meeting where he was sworn in as an active member and in addition, he was recognized and awarded with the designation of Accredited Command Police Executive.

On May 20, the Pitman Police Department and the Highland Chemical Engine Company will be holding a joint fundraiser. A Bubble Ball Tournament will be held at the Total Turf Experience on Lambs Road. Anyone interested in fielding a team, or attending the event, please contact Chief McAteer at the Police Department. All proceeds will go to the K-9 Trust Fund and to the Highland Chemical Engine Company.

On April 11-12, Patrolman E.J. Parker attended mandatory K-9 training along with K-9 Ranger.

On April 12, Patrolmen Carson and Decker will be attending Emergency Response Team training.

Finally, the Police Department is continuing to participate and support the Distracted Driver initiative that is taking place around the nation. Added patrols and enforcement has been, and will continue to be, utilized throughout the month. Please put down your cell phone while driving.

Additions

Councilman Razze asked Council President Pierpont how long Public Works will collect the leaves from along the curb line. Council President Pierpont said that Public Works has been able to start collecting leaves earlier than usual this year, and that they will continue to collect them through mid-May.

Unfinished Business

Ordinance No. 3, 2016 – Ordinance of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey, Amending Chapter XI Entitled “Fire Prevention and Protection” of the Code of the Borough of Pitman

Second Reading – Public Hearing

Motion: Rudley Second: Higbee

Motion to open to the public: Razze Second: Austin
Time: 8:17 p.m.

No public comment.

Motion to close public portion: Razze Second: Austin
Time: 8:17 p.m.

Roll Call:

Councilman Austin: Yes Councilman Blass: Yes
Councilwoman Higbee: Yes Council President Pierpont: Yes
Councilman Razze: Yes Councilwoman Rudley: Yes
Mayor Johnson _____

New Business

Resolution No. 60, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Cancellation and /or Refund of Taxes Due to the Property Owner Meeting the Requirements of a 100% Disabled Veteran as Set Forth in N.J.S.A. 54:4-3.30 and is Exempt From Paying Property Taxes

Motion: Higbee Second: Rudley

Roll Call:

Councilman Austin: Yes Councilman Blass: Yes
Councilwoman Higbee: Yes Council President Pierpont: Yes
Councilman Razze: Yes Councilwoman Rudley: Yes
Mayor Johnson _____

Resolution No. 61, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Confirming the Report of the Tax Collector in the Matter of Property Maintenance/Trash Removal From Block 29 Lot 11 in the Borough of Pitman

Motion: Pierpont Second: Higbee

Roll Call:

Councilman Austin: Yes Councilman Blass: Yes
Councilwoman Higbee: Yes Council President Pierpont: Yes
Councilman Razze: Yes Councilwoman Rudley: Yes
Mayor Johnson _____

Resolution No. 62, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing an Application to the County of Gloucester for Participation in the 2016-2017 Community Development Block Grant Program

Motion: Higbee

Second: Pierpont

Councilman Razzo asked if the Borough is planning to remove the pavers, or to fix them. Councilwoman Higbee said that the plan is to fix them.

Council President Pierpont stated that if you walk around you can see that they are uneven, there are gaps, and they need repairing around the light poles.

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Resolution No. 63, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Deleting Signers and Designating New Signers on the Pitman Police Department’s “Community Appreciation Day” Account

Motion: Rudley

Second: Higbee

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Resolution No. 64, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Approving an “Outdoor Eating Facilities With BYO” Permit for Mannino’s Cucina Italiana, 126 South Broadway in the Borough of Pitman

Motion: Austin

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Resolution No. 65, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Approving an “Outdoor Eating Facilities With BYO” Permit for Sweet Lula’s Restaurant, 28 South Broadway in the Borough of Pitman

Motion: Austin

Second: Blass

Councilman Razzo asked if when the restaurant owners apply for these permits is there a review of the location.

Councilman Austin said that it is reviewed by the Zoning Officer. He said that the main reason it is reviewed is because the chairs and tables are in the right of way on the sidewalk.

Councilman Razzo asked if there is something to be signed that states that we require the additional insurance.

Council President Pierpont said that the applicant must sign the permit application and on that application they comply with the ordinance which requires them to have insurance.

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Resolution No. 66, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Council of the Borough of Pitman to Create a Credit Card Payments Account; Maintaining Said Fund Account With Investors Bank; and Authorizing Signers of Said Account

Motion: Higbee

Second: Pierpont

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Resolution No. 67, 2016 – See Work Session Minutes, April 11, 2016

Payment of Bills

Motion: Higbee

Second: Rudley

Roll Call:

Councilman Austin: Abstain to # 31901; Approves all other payments.

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Event Permit Applications

Applicant: Jeff & Jackie Kiaghun

Event: Baby Dedication

Date & Time: May 21, 2016 @ 12:00 p.m.

Location: Grove Auditorium

Contact Person: Jackie Kiaghun

Motion: Razzo

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

***Certificate of Liability Insurance required, and verification of the number of guests attending.**

Applicant: Lisa Morgey
Organization: Greater Pitman Chamber of Commerce
Event: Pop-up Park & Family Game Night
Date & Time: April 15, 2016 – October 30, 2016; 6:00p.m. – 10:00 p.m.
Location: Ballard Park
Contact Person: Lisa Morgey

Motion: Razze
Roll Call:
Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilman Razze: Yes
Mayor Johnson _____

Second: Austin
Councilman Blass: Yes
Council President Pierpont: Yes
Councilwoman Rudley: Yes

Applicant: Lisa Morgey
Organization: Greater Pitman Chamber of Commerce
Event: Fourth Friday
Date & Time: April 22, 2016 – November 25, 2016; 6:00p.m. – 10:00 p.m.
Location: Ballard Park
Contact Person: Lisa Morgey

Motion: Razze
Roll Call:
Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilman Razze: Yes
Mayor Johnson _____

Second: Austin
Councilman Blass: Yes
Council President Pierpont: Yes
Councilwoman Rudley: Yes

Applicant: Marshall Pierson
Organization: Pitman Police Department
Event: Community Appreciation Day
Date & Time: June 14, 2016; 6:00 p.m. – 9:00 p.m.
Location: Alcyon Park
Contact Person: Marshall Pierson

Motion: Razze
Roll Call:
Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilman Razze: Yes
Mayor Johnson _____

Second: Blass
Councilman Blass: Yes
Council President Pierpont: Yes
Councilwoman Rudley: Yes

Applicant: Lorrie Marquis
Organization: Friends of the Grove
Event: Musical Performance
Date & Time: July 8, 2016; 6:00p.m (Practice) & July 9, 2016; 6:00 - 8:00 p.m. (Performance)
Location: Grove Auditorium
Contact Person: Lorrie Marquis

Motion: Razze
Roll Call:
Councilman Austin: Yes

Second: Higbee
Councilman Blass: Yes

Councilwoman Higbee: Yes
Councilman Razzo: Abstain
Mayor Johnson _____

Council President Pierpont: Yes
Councilwoman Rudley: Yes

***Certificate of Liability Insurance required, and a fully completed application must be received by the Borough.**

Raffle License Application

Applicant: Stephanie Tartaglia

Organization: Memorial School HSA

Date & Time: May 5, 2016; 5:30 p.m. – 8:30 p.m.

Location: Memorial School

Contact Person: Stephanie Tartaglia

Motion: Razzo

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Abstain

Councilwoman Rudley: Abstain

Mayor Johnson _____

Public Portion

Motion to open to the public: Razzo

Second: Blass

Time: 8:39 p.m.

Cynthia Ventura, 162 East Avenue – Ms. Ventura asked Council to please make sure that the Friends of the Grove let visitors know where to park their cars when they come to their events.

Ms. Ventura also stated that there still exists issues at 166 East Avenue. There is a refrigerator with the door still attached on the second floor back balcony, as well as bicycles, a couch, and trash. She said that the residents do not clean up after their dog, and that there are twelve tenants in one of the upstairs apartments, more than what is permitted. The first floor apartment also appears to be rented, or if not, there is someone who goes there to take care of the cats in this apartment. Ms. Ventura asked why the landlord is allowed to rent if he has had fines issued against this apartment building.

Councilman Austin said that he will look into Ms. Ventura's assertions.

Ms. Ventura said that regarding 64 S. Broadway, it appears that there are people living there, possibly without a Certificate of Occupancy having been issued by the Borough. She also reported that the owner of the property always parks his vehicle in a parking spot reserved for handicapped drivers.

Councilman Austin said that the Borough had someone go out and check to see if the apartment was inhabited, but that there was no one there.

Solicitor Alice suggested that Ms. Ventura take a photo of this vehicle when it is parked there, with the handicapped sign showing in the photo, then the Borough can sign a ticket against the vehicle.

Motion to close the public portion: Razzo

Second: Rudley

Time: 8:50 p.m.

Adjournment

Motion: Razze
Time: 8:50 p.m.

Second: Rudley

Respectfully Submitted,

Judith O'Donnell
Borough Clerk/Administrator