

**BOROUGH OF PITMAN  
COUNCIL MEETING MINUTES  
JANUARY 27, 2014**

**Call to Order**

Time: 8:05 p.m.

**Salute to the Flag/Invocation**

Council President Razze

**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 2014, which was posted on the Borough Hall bulletin board, sent to the "South Jersey Times" and filed with the Municipal Clerk on January 5, 2014.

**Roll Call**

Councilman Austin: Present

Councilwoman Higbee: Present

Councilman Pierpont: Present

Mayor Johnson: Present

Clerk O'Donnell: Present

Councilman Blass: Present

Councilwoman Kelley: Present

Council President Razze: Present

Borough Solicitor Duffield: Present

**Proclamation Presentations**

Chief Steve Smith, Pitman Fire Company No. 1

Chief Harold "Hap" Mitten, Highland Chemical Engine Company

Pitman High School Girls Cross County Team

**Approval of Minutes**

Work Session Minutes and Formal Meeting Minutes of December 23, 2013.

Motion: Blass

Second: Razze

Roll Call:

Councilman Austin: Abstain

Councilman Blass: Yes

Councilwoman Higbee: Abstain

Councilwoman Kelley: Yes

Councilman Pierpont: Yes

Council President Razze: Yes

Mayor Johnson \_\_\_\_\_

Work Session, Closed Work Session, and Council Meeting Minutes of January 13, 2014

Motion: Blass

Second: Austin

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Councilwoman Kelley: Abstain

Councilman Pierpont: Yes

Council President Razze: Abstain

Mayor Johnson \_\_\_\_\_

**Committee Reports**

Councilman Austin read the following report:

Ptln. Chris Leach graduated from the DARE Instructor class on January 17, 2014. Following

two weeks of training he will be qualified to teach kindergarten through fourth grade students, middle school students, and participate in community outreach programs for DARE.

We want to remind everyone that the Police Department's K-9 unit fund raiser will be held at Masso's on March 21 from 7:00 p.m. until Midnight. Tickets are \$40.00 per person and are available at the Police Department during business hours.

The 2014 Community Appreciation Night will be on June 4, 2014 from 5:00 p.m. – 9:00 p.m. at Alcyon Lake Park. Ptlm. Perry will be coordinating this event and also training Ptlm. Carson and Ptlm. Pierson to take over upon his retirement.

The Pitman Police Department will be hosting its' first ever Coffee with a Cop. This is an opportunity for the residents to meet with a few of our officers and discuss whatever is on their mind.

I also want to congratulate the Police Department on their multiple arrests during the month of January.

The Fire Department has been very active; they did have one active fire, but took care if it quickly. A mandatory training session is coming up in the near future.

#### Councilman Blass

Councilman Blass reported that the Memorabilia Committee met on January 15 for their reorganization meeting. Their monthly meetings will be on the first Tuesday of each month at 7:00 p.m. in the Museum.

The Museum hours have been set for this year. From now through March they will be open on Saturdays from 1:00 p.m. until 4:00 p.m. From April through September, it will be open on 4<sup>th</sup> Fridays from 6:00 – 8:00 p.m., and in October and November it will be open on Saturdays from 1:00 p.m. – 4:00 p.m. and on 4<sup>th</sup> Fridays from 6:00 p.m. – 8:00 p.m.

#### Council President Razze

No Report

#### Councilman Pierpont

Councilman Pierpont read the following report:

First and foremost, I want to thank Mr. Alexander and the Public Works crew for the outstanding preparation, execution, and follow-up on the snow removal. His staff did an outstanding job clearing the streets to the best of their ability and keeping them safe for our residents. This was a combined effort of our Highway and Water Departments. Also, being able to do all this and play catch up with trash and recycling collection reflects the continued commitment to excellence of our Public Works employees.

That being said, here are some statistics from last weeks' storm:

Public Works crews worked around the clock to clear roadways and sidewalks.

Over 300 hours were spent on snow removal

One hundred sixteen tons of salt were used to treat sidewalks and roadways

Special thanks go out to the following employees who came to work on a scheduled vacation day:

Dewey Whitehouse

MaDarrell McCullough

The project to re-stone and grade the Grove parking areas and avenues is ongoing. To date, we have finished two avenues and four parking areas.

This past week, all Public Works employees attended safety training for the following:

- Hazardous Communication (HazCom)
- Blood borne Pathogens (BBP)
- Fire Safety
- Lock-out / Tag-out (LOTO)
- Injury Prevention Strategies

For the period of January 14 through January 24, the following numbers for trash and recycling collection were recorded:

- Nine loads of trash collected
- Nine loads of recyclables collected

The Highway Department employees continue to patch potholes, and pick up bulk trash when necessary.

The Water and Sewer Department employees continue to provide services for water mark outs, sewer stoppages, jetting water mains, and water meter repairs and replacements. They've responded to fire hydrant concerns and complaints, and performed preventive maintenance to the pumping stations and water towers. In addition, they also provided street plowing, salting and snow removal from sidewalks.

#### Councilwoman Higbee

Councilwoman Higbee read the following report:

On January 23, 2014, I attended the Gloucester County Clean Communities Coordinators Meeting in Clayton. Last year, Pitman participated in the 2013 Gloucester County Improvement Authority's Spring Clean Up. Eleven municipalities were represented with 250 people participating in that clean-up. Two tons of trash and 1,300 bags of recyclables were taken from our parks and roads. Pitman Public Works Manager Steve Alexander and volunteer Bruce Higbee are given special thanks for their assistance with that project.

The county clean up for 2014 will take place on April 26<sup>th</sup> from 9:00 a.m. until 2:00 p.m. in the Paulsboro, Greenwich, and Logan Township area. Any non-profit group interested in participating should have their applications returned to Jeff Hamilton by April 10, 2014. Groups must have the following; proof of insurance with a minimum of 1.5 million dollars coverage, non-profit status, an ID tax form, and a minimum of ten participants per group, along with a supervisor. Groups are required to work at least three hours to receive the \$500.00 payment. The rain date is May 3, 2014.

I have filed our 2013 Clean Communities Statistical Report with the State of New Jersey, which details how our grant award of \$16,840.91 was spent.

Our tax collector reports that for the calendar year of 2013, property tax payments collected totaled \$21,723,470.10. For the month of December, \$260,274.60 was collected.

At our last Council meeting there was an item on the bill pay list that I should have abstained from voting to approve, but forgot to do so. The item number was 28058 in the amount of \$6.39, payable to Bruce Higbee.

Thank you to Highland Chemical Engine Company for their invitation to their annual dinner.

Tonight in the Work Session Meeting, Council discussed two budgets, the Library and Fire Safety Office. Our next scheduled budget meeting is February 10 at 6:30 p.m.

#### Councilwoman Kelley

Councilwoman Kelley read the following 2013 year end report:

Sunset Auditorium was used for the Hobo concerts, Zumba classes and a Halloween party this year. The Recreation Theatre Program cleaned out sets and paint cans that were stored there. There was some electrical work that had to be done which included repairs to outlets and exterior lights. The auditorium is in desperate need of painting. The time has come to have a serious conversation about this building.

The Grove Auditorium was also used for Hobo Band concerts, the Borough's Memorial Day service, weddings, the Friends of the Grove concert, summer Camp Meetings and more. We are attempting to find a solution for repairing the doors on the building; and will continue with this project into 2014.

Borough Hall has a newly redecorated Council Chambers, and a new heating unit and air conditioning unit for the Police Department side of the building. Bids were received for the replacement of the cedar shakes on the exterior of the building, however, the bids exceeded the amount set aside for this project. That is a job that will be revisited this year.

The Economic Development Committee was busy this year. In January, 2013, Matt Weng was elected Chairman of this committee, John Fitzpatrick as Vice Chairman, and Bill Steck as Secretary. Banners were purchased and hung from the light poles on Broadway. The committee worked with the Gloucester County Landscape Design Architect who designed plans to build a "pocket park" on Theater Avenue. The design has been submitted to Tim Kernan, the Planning and Zoning Board Engineer for a cost analyses.

The EDC also worked with Zack Howey as he cleaned up an area across from Laurel Avenue for his Eagle Scout project. A resolution was recommended to Council to support the development of a county-wide bike trail. The resolution was adopted and sent to the Freeholder Board. Also, an intern from Rowan University was hired in the fall to work on grants, to inventory the empty store fronts along Broadway, and to produce a new brochure and a questionnaire for the uptown merchants.

At the first EDC meeting of 2014, Matt Weng and John Fitzpatrick were again elected to serve as Chairman and Vice Chairman of the committee, with Mike Bowen-Ashwin as Secretary.

Projects for the 2014 year include the placement of signs directing visitors to public parking areas, possible replacement of the community information sign, and a potential open house to promote our stores.

The McCowan Memorial Library continued to see popularity with its story hour program, summer reading program, and the approval of a seed library.

#### New Business

**Ordinance No. 1, 2014 – Ordinance of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Amending Chapter VII Entitled "Vehicles and**

**Traffic” of the Code of the Borough of Pitman**

First Reading

Motion: Austin

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Councilwoman Kelley: Yes

Councilman Pierpont: Yes

Council President Razze: Yes

Mayor Johnson \_\_\_\_\_

**Ordinance No. 2, 2014 – Ordinance of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Amending Chapter II Entitled “Administration” of the Code of the Borough of Pitman**

First Reading

Motion: Austin

Second: Razze

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Councilwoman Kelley: Yes

Councilman Pierpont: Yes

Council President Razze: Yes

Mayor Johnson \_\_\_\_\_

**Resolution No. 38, 2014 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Mayor and Borough Clerk/Administrator to Execute a Shared Services Agreement With the County of Gloucester for the Provision of Landscape Design Services**

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Councilwoman Kelley: Yes

Councilman Pierpont: Yes

Council President Razze: Yes

Mayor Johnson \_\_\_\_\_

**Payment of Bills**

Motion: Higbee

Second: Kelley

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Councilwoman Kelley: Yes

Councilman Pierpont: Yes

Council President Razze: Yes

Mayor Johnson \_\_\_\_\_

**Event Permit Application**

Event: Fourth Fridays

Applicant: Greater Pitman Chamber of Commerce

Date: The Fourth Friday of each month, February – November

Time: 5:00 p.m. – 9:00 p.m.

Location: Downtown Shopping District and Ballard Park

Contact Person: Ron Zold, Chamber President

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Councilwoman Kelley: Yes

Councilman Pierpont: Yes

Council President Razze: Yes

Mayor Johnson \_\_\_\_\_

A **Motion** was made by Councilman Austin to authorize the Pitman Police Department to begin the hiring process to replace two retiring police officers.

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Councilwoman Kelley: Yes

Councilman Pierpont: Yes

Council President Razze: Yes

Mayor Johnson \_\_\_\_\_

**Public Portion**

Motion to Open to the Public: Razze

Second: Blass

Time: 8:42 p.m.

No public comment.

Motion to Close the Public Portion: Razze

Second: Blass

Time: 8:42 p.m.

**Adjournment**

Motion: Razze

Second: Blass

Time: 8:42 p.m.

Respectfully Submitted,

Judith O'Donnell  
Borough Clerk/Administrator