

**BOROUGH OF PITMAN
COUNCIL MEETING & 2018 BUDGET MEETING MINUTES
JANUARY 17, 2018**

Call to Order

Time: 7:00 p.m.

Salute to the Flag/Moment of Silence

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 December 10, 2017, and again on January 14, 2018.

Roll Call

Councilman Austin: Present	Council President Blass: Present
Councilman Pierpont: Present	Councilman Razzo: Present
Councilwoman Rudley: Present	Councilman Weng: Present
Mayor Johnson: Present	Clerk O'Donnell: Present

Shannon Cornelius, Esq. was in attendance for Borough Solicitor Timothy Scaffidi.

Approval of Minutes

Formal Meeting, Closed Formal Meeting Minutes of December 11, 2017
Work Session, Formal Meeting, and Closed Formal Meeting Minutes of December 27, 2017
Motion: Blass
Second: Pierpont
Roll Call:
Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

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

New Business

Resolution No. 25, 2018 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Amending Resolution No. 209, 2017 of the Borough of Pitman, County of Gloucester, Refunding Real Estate Tax Overpayment

Motion: Austin	Second: Blass
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Roll Call:
Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

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

Resolution No. 26, 2018 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing an Increase in the Annual Base Rate of Pay of Water and Sewer Department Employee Matthew Paden for Attaining Licensure in the Category of Waste Water Collection Class 2

Motion: Pierpont
Roll Call:
Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

Second: Austin
Council President Blass: Yes
Councilman Razze: Yes
Councilman Weng: Yes

Resolution No. 27, 2018 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Awarding Contract for the 2018 Collection and Recycling of CED and Non-CED E-Waste for the Borough of Pitman

Motion: Pierpont
Roll Call:
Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

Second: Weng
Council President Blass: Yes
Councilman Razze: Yes
Councilman Weng: Yes

Resolution No. 28, 2018 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Refund of Construction Permit Fees Collected by the Borough of Pitman from Sunny Mac, LLC

Motion: Weng
Roll Call:
Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

Second: Austin
Council President Blass: Yes
Councilman Razze: Yes
Councilman Weng: Yes

Resolution No. 29, 2018 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Refund of Construction Permit Fees Collected by the Borough of Pitman from Vivant Solar Developer

Motion: Weng
Roll Call:
Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

Second: Austin
Council President Blass: Yes
Councilman Razze: Yes
Councilman Weng: Yes

Payment of Bills

Motion: Austin
Roll Call:
Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

Second: Blass
Council President Blass: Yes
Councilman Razze: Yes
Councilman Weng: Yes

Event Permit & Signage Application

Event: Little League Monthly Meetings

Sponsor: Michael Razze

Contact Person: Michael Razzo
Date & Time: See attached schedule
Location: Borough Hall-Council Chambers
Motion: Blass
Roll Call:
Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

Second: Rudley
Council President Blass: Yes
Councilman Razzo: Abstain
Councilman Weng: Yes

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

Event: Wedding Ceremony

Sponsor: Julie Burke
Contact Person: Julie Burke
Date & Time: May 5, 2018 – 4:00pm
Location: Grove Auditorium
Motion: Razzo
Roll Call:
Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

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

Permit approved contingent upon the submission of a Certificate of Liability Insurance naming the Borough of Pitman as Additional Insured, and submission of a completed Facilities Use Form.

Event: Wedding Ceremony

Sponsor: Stephanie Schade
Contact Person: Stephanie Schade
Date & Time: May 12, 2018 – 3:00pm
Location: Grove Auditorium
Motion: Razzo
Roll Call:
Councilman Austin: Yes
Councilman Pierpont: Yes
Councilwoman Rudley: Yes
Mayor Johnson _____

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

Permit approved contingent upon the submission of a Certificate of Liability Insurance naming the Borough of Pitman as Additional Insured, and submission of a completed Facilities Use Form.

Discussion

2018 Municipal Budget Overview

Councilman Austin, who is the Liaison to the Finance Office for 2018, said that he was very satisfied with how the budget preparation was done for the 2017 municipal budget last year. He suggested that once again Borough Chief Finance Officer, Steve Considine, be tasked to prepare a budget to present to Council for review upon completion. Councilman Austin stated his goal of keeping the tax rate steady from last year, and suggested adding a 2% increase to the non-contractual employees, but compensate for that increase by reducing other line items within each department's budget, enough to offset the 2% increase in the salary line. Councilman Austin feels that

this task can be accomplished by particularly looking at appropriations that are no longer needed in the budget such as the 2017 appropriation for the Master Plan now that the new plan is complete. Members of Council agreed to assign the formation of the 2018 municipal budget to Borough CFO Considine.

Councilman Austin asked members of Council to discuss with their respective department supervisors any expenditures that would be needed using capital funding. Council members should be prepared to present these requests at the Work Session Meeting scheduled for February 12, 2018 beginning at 6:30 p.m. Requests should be submitted to Councilman Austin and Administrator O'Donnell by February 5 for review by the CFO prior to the presentation to Council.

Members of Council agreed that with the exception of the meeting on February 12, 2018, all Work Session meetings will begin at 7:00 p.m. instead of the advertised 6:30 p.m. Work Session on February 12 will begin at 6:30 p.m. to give adequate time for the capital purchase proposals.

Public Portion

Motion to open to the public: Razze
Time: 7:18 p.m.

Second: Rudley

No public comment.

Motion to close the public portion: Rudley
Time: 7:18 p.m.

Second: Weng

Adjournment

Motion: Razze
Time: 7:20 p.m.

Second: Austin

Respectfully Submitted,

Judith O'Donnell
Borough Clerk/Administrator