

**REGULAR COUNCIL MEETING  
BOROUGH OF WOODBURY HEIGHTS  
500 ELM AVENUE, WOODBURY HEIGHTS, NJ 08097  
MARCH 16, 2011 7:30 P.M.**

Mayor Harry W. Elton, Jr. called the meeting to order with the following note: Adequate notice of this meeting has been provided by adopting a schedule of meetings for 2011 which was faxed to the Gloucester County Times and Courier Post on January 4, 2011 and posted on the bulletin board in the Municipal Building conforming to the directives of the "Open Public Meetings Act".

Mayor Elton led everyone in the Pledge of Allegiance.

The call of roll showed the following to be present: Councilman William C. Packer, Councilman Brett D. Scull, Councilman Harold "Hap" Pye, Councilman Duane Pheasant, Councilwoman Debra A. Truhan and Councilman Eshia "Jake" Jacob. Also in attendance were Borough Solicitor Barry Lozuke, Borough Engineer Mark Brunermer and Borough Clerk/Administrator Janet Pizzi.

The Girls Scouts presented a certificate to Mayor Elton thanking him for allowing them use of the Municipal Building for this year's Girl Scout cookie sale.

Stephen Derkoski, Chief School Administrator of the Woodbury Heights Elementary School addressed Mayor and Council with a short presentation regarding the 2011 school budget. Mr. Derkoski explained that this year's budget is compliant with the 2% cap regulation and will allow existing programs to remain intact with no staff cuts. The increase per household will be \$7.00 per month. Mr. Derkoski also noted that Woodbury Heights is number 11 out of 61 school districts in the Department of Education's comparative spending guide. The cost per pupil range is \$9,400 to \$24,177 and the Woodbury Heights cost per pupil is \$11,367.00.

A motion to approve the minutes of the Regular Council Meeting February 16, 2011 was made by Councilman Scull and seconded by Councilman Pheasant. A roll call vote went as follows:

PACKER	YES
SCULL	YES
PYE	YES
PHEASANT	YES
TRUHAN	ABSTAIN
JACOB	YES

The minutes were approved.

For the month of February 2011, the Borough Clerk reported total receipts in the amount of \$673.83. Of this amount, \$460.43 was turned over to the Treasurer and \$169.00 was deposited into the Dog Fund.

Mayor Elton opened the public portion of the meeting for questions or comments and upon hearing none, closed same.

**ENGINEER'S REPORT:** Mark Brunermer reported that the Community Building Project is progressing. The design and specs for the CDBG parking lot and ball fields are complete and all work should be finished by May 31, 2011. Mr. Brunermer requested authorization to go out to bid for this project. A motion to authorize the Engineer to go out to bid for the CDBG Helen Avenue Sidewalk Project was made by Councilman Packer and seconded by Councilman Scull. A roll call vote in favor was unanimous. The 2011 CDBG Application for the Fairview Avenue Drainage System and Pavement Restoration was submitted. The Municipal Complex Paving Project is scheduled for April, 2011.

**SOLICITOR'S REPORT**

**ORDINANCES**

**FINAL READING/PUBLIC HEARING**

**ORDINANCE 7 - 2011**

**ORDINANCE REPEALING CHAPTER NO.31 OF THE WOODBURY HEIGHT CODE TO ABOLISH THE ENVIRONMENTAL COMMISSION**

The Borough Council believes that the Planning Board and its professional consultants are presently better qualified to address the issues and matters for which the Environmental Commission was heretofore established and the Borough deems it more efficient to have the Planning Board address these matters at the time of its review of development or redevelopment applications.

Solicitor Lozuke read Ordinance 7-2011 by title only. Mayor Elton opened this ordinance to the public for question or comment. Rose Yerka of Stratford Avenue asked why the Environmental Commission is being abolished. Mayor Elton explained that the Environmental Commission is a redundant committee and has met three times since 2008. There is an Environmental Committee on Council and on the Planning Board to handle those matters. Upon hearing no additional questions or comments, Mayor Elton closed Ordinance 7-2011 to the public. A motion to approve this ordinance was made by Councilman Pheasant and seconded by Councilman Pye. A roll call vote in favor was unanimous. Ordinance 7-2011 was approved.

**ORDINANCE 8-2011**

**ORDINANCE AMENDING CHAPTER 64C OF THE WOODBURY HEIGHTS CODE**

No person, entity, property owner, tenant or representative of the foregoing shall place, abandon, leave, keep, park, permit or suffer the placing, abandoning, leaving, keeping, parking or maintaining any motor vehicle, subject to registration requirements under Title 39 of the New Jersey Statutes, out of doors upon any private property or upon any public right-of-way, roadway or easement in the Borough of Woodbury Heights for more than ten (10) days unless same is stored in a fully enclosed garage; stored at a lawful and licensed junk yard; or stored upon a property conducting a lawful automotive repair facility; or is placed, parked or maintained for a duration of less than ten (10) days.

Solicitor Lozuke read Ordinance 8-2011 by title only. Mayor Elton opened the ordinance to the public for question or comment and upon hearing none, closed same. A motion to approve Ordinance 8-2011 was made by Councilman Scull and seconded by Councilman Pheasant. A roll call vote in favor was unanimous. Ordinance 8-2011 was approved.

**ORDINANCE 9-2011**

**ORDINANCE PROHIBITING COMPENSATORY LEAVE**

The Borough deems it in its best interests to prohibit Compensatory Leave since the absence of employees entitled to such leave negatively impacts the administration of the business of the Borough and, therefore, the Borough desires to prohibit use of Compensatory Leave as compensation for employees except members of the Police Department.

Solicitor Lozuke read Ordinance 9-2011 by title only. Mayor Elton opened the ordinance to the public for question or comment and upon hearing none, closed same. A motion to approve Ordinance 9-2011 was made by Councilman Scull and seconded by Councilman Packer. A roll call vote in favor was unanimous. Ordinance 9-2011 was approved.

**ORDINANCES (CONTINUED)**

**FIRST READING/INTRODUCTION**

**ORDINANCE 10-2011**

**ORDINANCE GOVERNING THE USE OF REFUSE CONTAINERS**

An ordinance requiring dumpsters and other refuse containers that are outdoors or exposed to stormwater to be covered at all times and prohibits the spilling, dumping, leaking, or otherwise discharge of liquids, semi-liquids or solids from the containers to the municipal separate storm sewer system(s) operated by the Borough of Woodbury Heights and/or the waters of the State so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply. Public Hearing scheduled April 20, 2011.

**ORDINANCE 11-2011**

**AN ORDINANCE REQUIRING THE RETROFITTING OF CERTAIN PRIVATE STORM DRAIN INLETS**

An ordinance requiring the retrofitting of existing storm drain inlets which are in direct contact with repaving, repairing, reconstruction, or resurfacing or alterations of facilities on private property, to prevent the discharge of solids and floatables (such as plastic bottles, cans, food wrappers and other litter) to the municipal separate storm sewer system(s) operated by the Borough of Woodbury Heights so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply. Public Hearing scheduled April 20, 2011.

**ORDINANCE 12-2011**

**AN ORDINANCE TO ESTABLISH REGISTRATION, INSPECTION AND LICENSING OF RESIDENTIAL RENTAL PROPERTIES FOR THE PURPOSE OF SAFEGUARDING THE HEALTH, SAFETY AND WELFARE OF TENANTS**

The Borough of Woodbury Heights has determined a need to provide for the registration, inspection and licensing of residential properties used for lease, in whole or in part, to persons or entities in order that the health, safety and welfare of the occupants of such rental properties may be protected and advanced. Chapter 64B of the Woodbury Heights Code is hereby established and titled "Registration, Inspection and Licensing of Residential Rental Properties". Public Hearing scheduled April 20, 2011

**ORDINANCE 13-2011**

**AN ORDINANCE AMENDING RATES OF PAYMENT FOR OFF-DUTY POLICE SERVICES AND RELATED FEES**

An ordinance amending existing service rates of payment for off-duty assignments and for use of a police vehicle in connection therewith. Amends existing rates for police officers from \$69.21 to \$72.15 hourly and hourly rates for use of a police vehicle from \$17.50 to \$19.50 per hour. Public Hearing scheduled April 20, 2011.

**ORDINANCE 14 - 2011**

**AN ORDINANCE ESTABLISHING THE EMPLOYMENT POSITION OF DIRECTOR OF FINANCE AND REVENUE**

The Borough has determined a need exists for the establishment of a new employment position to be known as "Director of Finance and Revenue" by reason of the expected retirement of the CFO. Public Hearing scheduled April 20, 2011.

**Upon Council's request, Solicitor Lozuke read Ordinance 10-2011 through and inclusive of Ordinance 14-2011 by title only. A motion to approve these ordinances on first reading was made by Councilman Pheasant and seconded by Councilman Scull. A roll call vote in favor was unanimous. Ordinance 10-2011 through and inclusive of Ordinance 14-2011 were approved on first reading.**

## **RESOLUTIONS**

RESOLUTION 49-2011  
RESOLUTION RELEASING LETTER OF CREDIT FOR Y-BY RENTAL PARTY  
GOODS, INC.

RESOLUTION 50-2011  
RESOLUTION EMPLOYING SPECIAL COUNSEL

RESOLUTION 51-2011  
RESOLUTION AUTHORIZING SALE OF ABANDONED MOTOR VEHICLES

RESOLUTION 52-2011  
TRANSFER RESOLUTION

RESOLUTION 53-2011  
RESOLUTION AUTHORIZING SHARED SERVICE AGREEMENT WITH THE  
BOROUGH OF MAGNOLIA

RESOLUTION 54-2011  
RESOLUTION ACCEPTING PROPOSAL FROM ORGANIC EARTH SOLUTIONS,  
LLC

RESOLUTION 55-2011  
RESOLUTION AUTHORIZING AN APPLICATION TO THE GLOUCESTER  
COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR THE  
PROGRAM YEAR 2011

RESOLUTION 56-2011  
RESOLUTION CONFIRMING APPOINTMENTS TO PLANNING BOARD

RESOLUTION 57-2011  
RESOLUTION AUTHORIZING PARTIAL PAYMENT NO. 5 FOR THE  
COMMUNITY BUILDING PROJECT

**Upon request of Council, Solicitor Lozuke read Resolution 49-2011 through and inclusive of Resolution 57-2011 by title only. A motion to approve these resolutions was made by Councilman Scull and seconded by Councilman Jacob. A roll call vote in favor was unanimous. Resolution 49-2011 through and inclusive of Resolution 57-2011 were approved.**

## **COMMITTEE REPORTS**

Property, Environmental & Insurance: Councilman Packer reported that his committee is reviewing website host proposals. Also being reviewed are Borough Hall roof replacement proposals. The 2011 CDBG application will include the Fairview Avenue drainage system and pavement restoration. The Borough received the JIF safety incentive gold award as well as outstanding claims award and use of transitional duty award. The next Lake Association meeting will be held on March 23 at 7:00 p.m.

Finance, Administration and Personnel: Councilman Scull reported that a Special Meeting will be scheduled for March 29, 2011 to introduce the 2011 Municipal Budget.

Streets & Roads: Councilman Pye presented his report for February 2011. He noted that the Borough received a FEMA grant in the amount of \$14,242.58. This grant was for reimbursement from expenses incurred during the February 5-February 7, 2010 state of emergency. During the month of February, due to in house vehicle repair and maintenance, the Borough saved a total of \$2,660.25. The total year to date combined cost avoidance and positive revenue through the vehicle maintenance shared service agreement is \$15,733.74.

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(COMMITTEE REPORTS CONTINUED)

Councilman Scull asked for an update regarding the rodent problem on Central Avenue. David Baresich replied that the area is baited and treated monthly and there has been no activity.

Councilwoman Truhan asked about the status of the traffic problem at Third & Elm. Mayor Elton informed her that the issue will be addressed at Planning Board with Public Safety.

Public Safety: Councilman Pheasant presented his report for the month of February 2011. He noted that a bicycle patrol is coming to Woodbury Heights and may be starting up within the month.

Water & Sewer: Councilwoman Truhan presented her report for February 2011. She noted that there is a possibility that the current water restrictions may be relaxed shortly.

Recreation & Civic: Councilman Jacob reported that Gloucester County Sheriff spoke to the Senior Citizens Association. He also advised that Duane Sarmiento has replaced Angelo Romeo as the new Director of Veterans Affairs. The Athletic Association Opening Day is scheduled for Saturday, April 9 at 10 a.m. This year's movie is Toy Story III. Movie night will be held on August 10 with a rain date of August 24. Councilman Jacob also reported receiving a letter from the Megan Kanka fund offering fingerprinting for people coaching and managing children.

Mayor Elton noted that the Community Center progress is going well with hopefully a mid April completion date.

The Woodbury Heights Fire Department 100<sup>th</sup> Anniversary parade is scheduled for May 14.

BILL LIST: A motion to approve the bill list as presented this evening was made by Councilman Scull and seconded by Councilman Pye. A roll call vote in favor was unanimous.

PUBLIC PORTION: Mayor Elton opened the public portion of the meeting for question or comment and upon hearing none, closed same.

ADJOURNMENT: A motion to adjourn was made by Councilman Pye and seconded by Councilman Scull. All of Council agreed. The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Janet Pizzi, Clerk/Administrator