

**REGULAR COUNCIL MEETING  
BOROUGH OF WOODBURY HEIGHTS  
500 ELM AVENUE, WOODBURY HEIGHTS, NJ 08097  
SEPTEMBER 18, 2013 7:30 P.M.**

Council President Cara Witasick called the meeting to order with the following note: Adequate notice of this meeting has been provided by adopting a schedule of meetings for 2013 which was faxed and mailed to the Gloucester County Times and Courier Post on January 7, 2013 and posted on the bulletin board in the Municipal Building conforming to the directives of the "Open Public Meetings Act".

Councilwoman Witasick led everyone in the Pledge of Allegiance.

The call of roll showed the following to be present: Councilman William Packer, Councilman Harold "HAP" Pye, Councilman Duane Pheasant, Councilman Eshia "Jake" Jacob and Councilwoman Cara Witasick. Absent were Mayor Harry W. Elton, Jr. and Councilwoman Debra Truhan. Also in attendance were Borough Solicitor Barry Lozuke, Borough Engineer Mark Brunermer and Borough Clerk/Administrator Janet Pizzi.

**PRESENTATIONS**

Bonnie Rick, Director/Public Entity Division  
Hardenbergh Insurance Group

Ms. Rick presented the 2014 Safety Focus Topic-"Disaster Management" and shared the Borough's safety program information.

Paul Forlenza, Deputy Executive Director for Paul Miola  
Northeast Public Entity Division  
Arthur J. Gallagher Risk Management Services, Inc.

Mr. Forlenza presented the "Renewing your JIF Membership" power point presentation.

**BEST PRACTICES WORKSHEET 2013:** Vikki Holmstrom, CMFO reported that approximately 4 years ago the State mandated the Best Practices questionnaire. The requirement is 80% or greater to avoid state aid being withheld. The Borough scored 90%.

**PUBLIC PORTION:** Cara Witasick opened the public portion of the meeting for questions or comments.

Chuck Zeisloft, Walnut Avenue: Mr. Zeisloft advised Council that the stormwater drainage pipe areas need to be cleaned up at the Lake. Public Works Director Rick Middleton stated that work at the Lake needs to be coordinated with the Lake Association. The Boy Scouts offered to do any clean up needed. Also noted by Mr. Zeisloft is that the concrete pipe at the bend is disconnected from the stormwater drain. Borough Engineer Mark Brunermer stated that he was not aware of the disconnect.

**ENGINEER'S REPORT:** Borough Engineer Mark Brunermer reported that the Borough has received NJDOT authorization to go out to bid for Lake Avenue Phase II.

**REGULAR COUNCIL MEETING  
SEPTEMBER 18, 2013  
PAGE TWO**

**SOLICITOR'S REPORT:**

**ORDINANCES  
FINAL READING/PUBLIC HEARING**

**ORDINANCE 10-2013**

**ORDINANCE OF THE BOROUGH OF WOODBURY HEIGHTS, COUNTY OF GLOUCESTER, NEW JERSEY CANCELING CERTAIN UNFUNDED APPROPRIATION BALANCES HERETOFORE PROVIDED FOR CAPITAL IMPROVEMENTS AND REAPPROPRIATING SUCH FUNDED APPROPRIATION BALANCES FOR OTHER CAPITAL PROJECTS**

The Borough is desirous of canceling and reappropriating certain funded balances for the acquisition of various pieces of capital equipment and the completion of various capital improvements in and for the Borough.

Solicitor Lozuke read Ordinance 10-2013 by title only. Councilwoman Witasick opened Ordinance 10-2013 to the public for question or comment and upon hearing none, closed same. A motion to approve this ordinance on final reading was made by Councilman Packer and seconded by Councilman Pye. A roll call vote in favor was unanimous. Ordinance 10-2013 was approved.

**ORDINANCE 11-2013**

**BOND ORDINANCE AUTHORIZING THE FUNDING OF SITE REMEDIATION PHASE 2, AND ACQUISITION OF BACKHOE AND UTILITY TRUCK FOR THE BOROUGH OF WOODBURY HEIGHTS, COUNTY OF GLOUCESTER, NEW JERSEY; APPROPRIATING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF WOODBURY HEIGHTS, COUNTY OF GLOUCESTER, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$100,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING**

Solicitor Lozuke read Ordinance 11-2013 by title only. Councilwoman Witasick opened Ordinance 11-2013 to the public for question or comment and upon hearing none, closed same. 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 11-2013 was approved.

**RESOLUTIONS**

**RESOLUTION 111-2013**

**RESOLUTION ACCEPTING QUOTE FOR REPAIRS AND UPGRADES TO THE GLENWOOD AVENUE SEWER PUMP STATION**

Solicitor Lozuke read Resolution 111-2013 by title only. A motion to approve this resolution was made by Councilman Pheasant and seconded by Councilman Pye. A roll call vote in favor was unanimous. Resolution 111-2013 was approved.

**RESOLUTION 114-2013**

**RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENTS**

Solicitor Lozuke read Resolution 114-2013 by title only. A motion to approve this resolution was made by Councilman Jacob and seconded by Councilman Packer. A roll call vote in favor was unanimous. Resolution 114-2013 was approved.

**RESOLUTION 115-2013**

**RESOLUTION CANCELING BALANCE OF DISPUTED WATER ACCOUNT**

Solicitor Lozuke read Resolution 115-2013 by title only. A motion to approve this resolution was made by Councilman Jacob and seconded by Councilman Packer. A roll call vote in favor was unanimous. Resolution 115-2013 was approved.

**COMMITTEE REPORTS**

**Finance & Administration:** Councilman Packer presented the Finance Report. He also reported that the Borough is looking into electric pooling for savings. A copy of the Finance report will be on file in the Clerk's office.

**Streets & Roads:** Councilman Pye reported that Phase II Lake Avenue is going out to bid. The Borough will be purchasing a backhoe and utility truck. Leaf season is starting.

**Public Safety:** Councilman Pheasant presented the Police Department report. A copy of this report will be on file in the Clerk's office. Councilman Pheasant noted that school is back in session and reminded everyone that Academy is a one way street during the school year.

**Water & Sewer:** No report was presented in Councilwoman Truhan's absence.

**Recreation & Civic:** Councilman Jacob reported that at the upcoming Senior Citizens' meeting there will be a Social Security/Medicare presentation.

**Property & Insurance:** Councilwoman Witasick stated that earlier this evening we heard presentations from the Borough's Risk Management Consultant and the JIF Risk Management Services Deputy Director.

**Boy Scouts:** On behalf of the Boys Scouts, Troop 225 Scoutmaster Mark Trocolli wrote a request to Mayor and Council for permission to scrape and paint the guardrail at the Glenwood Avenue side of the Lake. The service project will help some of the scouts (Mike Clark, Sam Hart, Kevin Trocolli, Ryan Lynd and Ryan Hudson) obtain the next rank in scouting. Mr. Trocolli also noted that unless donations can be obtained, they are asking the Borough to supply the needed materials. A motion to approve the Boy Scouts' request was made by Councilman Pye and seconded by Councilman Pheasant. A roll call vote in favor was unanimous. The request was approved. Insurance documents will be submitted to the Borough.

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

**PUBLIC PORTION:** Councilwoman Witasick opened the meeting to the public for questions or comments:

Wilma Belcher, Lake Avenue: Mrs. Belcher advised Council that people are parking on both side of Academy. Solicitor Lozuke reviewed the Borough Code and responded that on Academy there is no parking during school days or special events.

Upon hearing no additional questions or comments, Councilwoman Witasick closed the public portion of the meeting.

**ADJOURNMENT:** A motion to adjourn was made by Councilman Pye and seconded by Councilman Pheasant. All of Council agreed. The meeting adjourned at 8:41 p.m.

**Respectfully submitted,**

**Janet Pizzi, Clerk/Administrator**