

**REGULAR COUNCIL MEETING
BOROUGH OF WOODBURY HEIGHTS
500 ELM AVENUE, WOODBURY HEIGHTS, NJ 08097
OCTOBER 17, 2012 7:30 P.M.**

Mayor Harry 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 2012 which was faxed and mailed to the Gloucester County Times and Courier Post on January 9, 2012 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.

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

NOMINATION FOR VACANT UNEXPIRED TERM OF MEMBER OF BOROUGH COUNCIL A motion to nominate Cara Witasick to fill the Borough Council vacant unexpired term was made by Councilman Pheasant and seconded by Councilman Pye. A roll call vote in favor was unanimous.

RESOLUTION 111 – 2012: RESOLUTION APPOINTING TO A VACANT UNEXPIRED TERM OF A MEMBER OF BOROUGH COUNCIL
Solicitor Lozuke read Resolution 111-2012 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. Cara Witasick was appointed.

OATH OF OFFICE: Mayor Elton administered the Oath of Office for Councilwoman Cara Witasick.

MINUTES: A motion to approve the minutes of the Regular Council Meeting September 19, 2012 and the Closed Session September 19, 2012 was made by Councilman Pheasant and seconded by Councilman Jacob. A roll call vote in favor was unanimous.

CLERK'S REPORT: The Borough Clerk reported total receipts in the amount of \$319.92. Of this amount, \$222.12 was turned over to the Treasurer and \$43.00 was deposited into the Dog Fund.

PUBLIC PORTION: Mayor Elton opened the public portion of the meeting for questions or comments. Wilma Belcher, Lake Avenue congratulated Councilwoman Cara Witasick.

ENGINEER'S REPORT: Mark Brunermer stated that for Council's consideration this evening is the Proposal for Professional Services - Well No. 1 Standby Power Generator. A motion to authorize this proposal was made by Councilwoman Truhan and seconded by Councilman Jacob. A roll call vote in favor was unanimous. The Engineer's proposal was approved.

SOLICITOR'S REPORT

**ORDINANCES
FINAL READING/PUBLIC HEARING**

ORDINANCE 16 -2012

BOND ORDINANCE AUTHORIZING THE ACQUISITION AND INSTALLATION OF A DIESEL GENERATOR FOR WELL NO. 1 IN THE BOROUGH OF WOODBURY HEIGHTS, COUNTY OF GLOUCESTER, NEW JERSEY; APPROPRIATING THE SUM OF \$150,000 THEREFOR; AUTHORIZING 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 \$150,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

Solicitor Lozuke read Ordinance 16-2012 by title only. Mayor Elton opened the public hearing for this ordinance for questions or comments and upon hearing none, closed same. A motion to approve Ordinance 16-2012 was made by Councilwoman Truhan and seconded by Councilman Pye. A roll call vote in favor was unanimous. Ordinance 16-2012 was approved.

**ORDINANCES
FINAL READING/PUBLIC HEARING
(CONTINUED)**

ORDINANCE 17 – 2012

**ORDINANCE AMENDING SECTION 104-29.1 (F) OF THE WOODBURY HEIGHTS
CODE**

Traffic Directors shall be utilized at all construction or maintenance sites that may impair, impede or otherwise impact the safe and efficient movement of vehicles on public roadways as may be determined by the Woodbury Heights Police Department. In such cases, Traffic Directors shall be assigned by the Police Department with all such Directors to be regular Police Officers of the Woodbury Heights Police Department or such other regular Police Officers of other jurisdictions when approved by the Woodbury Heights Police Department. Solicitor Lozuke read Ordinance 17-2012 by title only. Mayor Elton opened the public hearing for this ordinance for questions or comments and upon hearing none, closed same. A motion to approve Ordinance 17-2012 was made by Councilman Pheasant and seconded by Councilman Packer. A roll call vote in favor was unanimous. Ordinance 17-2012 was approved.

ORDINANCE 18 – 2012

ORDINANCE ESTABLISHING THE POSITION OF PURCHASING AGENT

The State has encouraged the establishment of such positions to be occupied by trained and certified Purchasing Agents and the Borough now employs a CFO that possesses all qualifications for such position

Solicitor Lozuke read Ordinance 18-2012 by title only. Mayor Elton opened the public hearing for this ordinance for questions or comments and upon hearing none, closed same. A motion to approve Ordinance 18-2012 was made by Councilman Packer and seconded by Councilman Pye. A roll call vote in favor was unanimous. Ordinance 18-2012 was approved.

RESOLUTIONS

RESOLUTION 105 – 2012

**RESOLUTION AUTHORIZING RELEASE OF DEVELOPMENT ESCROW ACCOUNT
BALANCE**

Solicitor Lozuke read Resolution 105-2012 by title only. A motion to approve this resolution was made by Councilman Pye and seconded by Councilman Jacob. A roll call vote in favor was unanimous. Resolution 105-2012 was approved.

RESOLUTION 106 -2012

**RESOLUTION ACKNOWLEDGING RECEIPT AND ACCEPTANCE OF THE ANNUAL
REPORT OF AUDIT**

Solicitor Lozuke read Resolution 106-2012 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 106-2012 was approved.

RESOLUTION 107 – 2012

RESOLUTION APPOINTING SUBSTITUTE CROSSING GUARDS

Solicitor Lozuke read Resolution 107-2012 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 107-2012 was approved.

RESOLUTION 108-2012

**A RESOLUTION AUTHORIZING A CORRECTIVE ACTION PLAN RESPECTING
BOROUGH ACCOUNTING PRACTICES**

Solicitor Lozuke read Resolution 108-2012 by title only. A motion to approve this resolution was made by Councilman Packer and seconded by Councilman Jacob. A roll call vote in favor was unanimous. Resolution 108-2012 was approved.

RESOLUTIONS (CONTINUED)

RESOLUTION 109 - 2012

RESOLUTION AUTHORIZING AGREEMENT WITH EDMUNDS & ASSOCIATES, INC.

Solicitor Lozuke read Resolution 109-2012 by title only. A motion to approve this resolution was made by Councilman Pheasant and seconded by Councilwoman Truhan. A roll call vote in favor was unanimous. Resolution 109-2012 was approved.

RESOLUTION 112 – 2012

RESOLUTION RE-ESTABLISHING COUNCIL COMMITTEES FOR THE BALANCE OF CALENDAR YEAR 2012 AND APPOINTING MEMBERS THERETO

Solicitor Lozuke read Resolution 112-2012 by title only. A motion to approve this resolution was made by Councilwoman Truhan and seconded by Councilman Jacob. A roll call vote in favor was unanimous. Resolution 112-2012 was approved.

RESOLUTION 113 – 2012

RESOLUTION APPOINTING A FUND COMMISSIONER FOR THE GLOUCESTER, SALEM AND CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND IN THE BOROUGH OF WOODBURY HEIGHTS

Solicitor Lozuke read Resolution 113-2012 by title only. A motion to approve this resolution was made by Councilwoman Truhan and seconded by Councilman Pye. A roll call vote in favor was unanimous. Resolution 113-2012 was approved.

RESOLUTION 114 – 2012

RESOLUTION APPOINTING MEMBER TO VACANT POSITION ON THE COMBINED PLANNING ZONING BOARD

Solicitor Lozuke read Resolution 114-2012 by title only. A motion to approve this resolution was made by Councilman Jacob and seconded by Councilman Pheasant. A roll call vote went as follows:

| | |
|----------|---------|
| PACKER | YES |
| WITASICK | YES |
| PYE | YES |
| PHEASANT | YES |
| TRUHAN | ABSTAIN |
| JACOB | YES |

Resolution 114-2012 was approved.

COMMITTEE REPORTS

Finance and Administration: Councilman Packer reported that the approval of Bond Ordinance 16-2012 will provide for the mandated back up source for the Borough's well. Councilman Packer also reported that the 2011 Audit was filed on September 24 and the resolutions to accept the audit and a corrective action plan were approved earlier this evening. On a final note, the budget has been reviewed on a departmental basis and conforms to the expected level of expenditures.

Insurance and Property: Councilman Witasick stated that she had nothing to report this evening.

Streets, Roads & Recycling: Councilman Pye reported that the reconstruction of Lake Avenue is scheduled to begin on November 1. Leaf collection will begin the week of November 5. The fall leaf collection schedule will be posted.

COMMITTEES (CONTINUED)

Public Safety: Councilman Pheasant asked everyone to be careful on Halloween and to watch out for children. Councilman Pheasant also noted that for children under 18, curfew is 8:00 p.m. from October 28 to October 31.

Water and Sewer: Councilwoman Truhan reported that proposals are being obtained to address the Borough's water leak problem.

Recreation and Civic: Councilman Jacob reported that the Borough Halloween Party will be 3:00 p.m. on October 28 at the Community Center on Helen Avenue. The Veterans Day Ceremony will be held on November 10th at 11:00 a.m.

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

PUBLIC PORTION: Mayor Elton opened the public portion of the meeting for questions or comments. Ray McKelvey thanked everyone for the kindness extended to his family as they honored the memory of his son Jack.

RESOLUTION 110 - 2012

RESOLUTION EXCLUDING PUBLIC PARTICIPATION WITHIN A PORTION OF A MEETING OF MAYOR AND COUNCIL PURSUANT TO NJSA 10:4-12

The public shall and will be excluded from that portion of a meeting conducted by the Mayor and Council on October 17, 2012, to discuss employee Collective Bargaining Negotiations. Solicitor Lozuke read Resolution 110-2012 by title only with explanation that the closed session is to discuss Collective Bargaining Negotiations. A motion to approve this resolution was made by Councilman Pye and seconded by Councilman Pheasant. A roll call vote in favor was unanimous. Resolution 110-2012 was approved.

Pursuant to Resolution 110-2012, at 8:10 p.m., Mayor and Council went into closed session to discuss Collective Bargaining Negotiations. At 8:20 p.m., the closed session ended and Mayor and Council returned to open session. Mayor Elton announced that the Personnel Committee will be the contact for Collective Bargaining Negotiations.

ADJOURNMENT: With no audience present in open session and no further business at hand, a motion to adjourn was made by Councilman Pye and seconded by Councilman Pheasant. All of Council agreed. The meeting adjourned at 8:22 p.m.

Respectfully submitted,

Janet Pizzi, Clerk/Administrator