

REGULAR COUNCIL MEETING  
BOROUGH OF WOODBURY HEIGHTS  
500 ELM AVENUE, WOODBURY HEIGHTS, NJ 08097  
NOVEMBER 20, 2012 7:30 P.M.

Council President Duane Pheasant 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".

Councilman Pheasant led everyone in the Pledge of Allegiance.

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

A motion to approve the minutes of the Regular Council Meeting 10/17/2012 and the Closed Session Meeting 10/17/2012 was made by Councilman Packer and seconded by Councilman Pye. A roll call vote in favor was unanimous. The minutes were approved.

CLERK'S REPORT: For the month of October 2012, the Clerk reported total receipts in the amount of \$472.70. Of this amount, \$423.10 was turned over to the treasurer and \$21.00 was deposited into the Dog Fund. The Clerk's report was received.

PUBLIC PORTION: Councilman Pheasant opened the public portion of the meeting for questions or comments and upon hearing none, closed same.

ENGINEER'S REPORT: A motion to authorize the Engineer to advertise for bids for the Well No. 1 Generator Project was made by Councilwoman Truhan and seconded by Councilman Pye. A roll call vote in favor was unanimous.

SOLICITOR'S REPORT

ORDINANCES  
FIRST READING/INTRODUCTION

ORDINANCE 19 – 2012

ORDINANCE ESTABLISHING THE POSITION OF RENTAL UNIT INSPECTOR

Solicitor Lozuke read Ordinance 19-2012 by title only. A motion to approve this Ordinance on first reading was made by Councilman Pye and seconded by Councilman Packer. A roll call vote in favor was unanimous. Ordinance 19-2012 was approved on first reading. Public Hearing will be held on December 19, 2012.

ORDINANCE 20- 2012

ORDINANCE AMENDING ORDINANCE 1 – 2012 ENTITLED "ORDINANCE ESTABLISHING SALARIES AND COMPENSATION OF VARIOUS BOROUGH OFFICERS AND EMPLOYEES OF THE BOROUGH OF WOODBURY HEIGHTS FOR THE CALENDAR YEAR 2012"

Solicitor Lozuke read Ordinance 20-2012 by title only. A motion to approve Ordinance 20-2012 on first reading was made by Councilwoman Truhan and seconded by Councilman Pye. A roll call vote in favor was unanimous. Ordinance 20-2012 was approved on first reading. Public Hearing will be held on December 19, 2012.

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ORDINANCES (CONTINUED)

ORDINANCE 21 - 2012

ORDINANCE AMENDING RATES FOR WATER AND SEWER UTILITY SERVICES

Solicitor Lozuke read Ordinance 21-2012 by title only. A motion to approve Ordinance 21-2012 on first reading was made by Councilwoman Truhan and seconded by Councilman Jacob. A roll call vote in favor was unanimous. Ordinance 21-2012 was approved on first reading. Public Hearing will be held on December 19, 2012.

RESOLUTIONS

RESOLUTION 115 – 2012

RESOLUTION TERMINATING EMPLOYMENT POSITION OF MECHANIC MUNICIPAL PUBLIC WORK SPECIALIST

RESOLUTION 116 – 2012

RESOLUTION RATIFYING TEMPORARY POSITION OF PUBLIC WORK SUPERVISOR

RESOLUTION 117 – 2012

RESOLUTION APPOINTING A LICENSED PUBLIC WATER AND SEWER OPERATOR

RESOLUTION 118- 2012

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

RESOLUTION 119 - 2012

RESOLUTION ACCEPTING A COMMUNITY DEVELOPMENT BLOCK GRANT (CD-12-PF#2) AND AUTHORIZING AN AGREEMENT WITH THE COUNTY OF GLOUCESTER FOR SUCH PURPOSE

RESOLUTION 120 - 2012

A RESOLUTION PROVIDING FOR TRANSFERS OF 2012 BUDGET APPROPRIATIONS

RESOLUTION 123 – 2012

RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENTS

**Upon request of Council, Solicitor Lozuke read Resolutions 115-2012 through and inclusive of Resolution 120-2012 and Resolution 123-2012 by title only. A motion to approve these resolutions was made by Councilwoman Witasick and seconded by Councilman Pye. A roll call vote in favor was unanimous. Resolutions 115-2012 through and inclusive of Resolution 120-2012 and Resolution 123-2012 were approved.**

NJ STATE FIREMEN'S ASSOCIATION MEMBERSHIP APPLICATION- EDGAR D. SEIBERT

A motion to approve the NJ State Firemen's Association Member Application for Edgar D. Seibert was made by Councilman Pye and seconded by Councilwoman Witasick. A roll call vote in favor was unanimous. The application was approved.

COMMITTEE REPORTS

Finance and Administration & Environmental: Councilman Packer reported that the Borough will hold a bond anticipation note sale in order to refinance a bond anticipation note issued in 2010 and to add the debt authorized by Ordinance 16-2012 for the backup generator. The budget was reviewed by the CFO and shows no deficiencies. The 2013 budget worksheets will be distributed to department heads in the next two weeks.

Insurance and Property: Councilwoman Witasick reported that all Borough property and buildings are in good shape.

Streets, Roads & Recycling: Councilman Pye reported that the reconstruction of Lake Avenue is in progress. The Borough is aggressively looking for leaks.

Water & Sewer, Personnel & Education: Councilwoman Truhan stated that she has no report to present this month.

Public Safety: A copy of this report will be on file in the Clerk's office.

Recreation and Civic: Councilman Jacob reported that movie night will be held this Friday night at 7:00 p.m. at the Community Center. The movie to be shown will be Polar Express. The Veterans Day Ceremony was well attended. Basketball sign up is ongoing. The tree lighting will be held on December 8, 2012 at 6.30 p.m. Immediately following will be visit with Santa at the Woodbury Heights Elementary School.

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

PUBLIC PORTION: Councilman Pheasant opened the public portion of the meeting for questions or comments.

Charles McCormick, 510 Crestmont stated that his street and driveway are in a state of disrepair due to a gas line extension project and various utility trucks working on that road. Also, the water tower flooded his property in certain areas with 8" to 12" of water as well as flooded his septic system. Mr. McCormick requested that his septic system be drained by the Borough. Mark Brunermer asked Mr. McCormick to provide to the Administrator detailed information of the dates and time of the flooding occurrence and any pictures available. He added that New Jersey American Water Company was having communication problems and wanted to see if it was the same date as the flooding at Mr. McCormick's property.

Upon hearing no additional questions or comments, Councilman Pheasant closed the public portion of the meeting.

RESOLUTION 121-2012

RESOLUTION EXCLUDING PUBLIC PARTICIPATION WITHIN A PORTION OF A MEETING OF THE BOROUGH OF WOODBURY HEIGHTS PURSUANT TO N.J.S.A. 10:4-12

The public shall and will be excluded from that portion of a meeting conducted by the Mayor and Borough Council on Tuesday, November 20, 2012, pertaining to matters contemplated in N.J.S.A. 10:4-12 et seq., and to specifically include personnel matters (N.J.S.A.10:4-12(b)(8)).

Solicitor Lozuke read Resolution 121-2012 by title only. A motion to approve this resolution was made by Councilman Packer and seconded by Councilman Pye. A roll call vote in favor was unanimous. Solicitor Lozuke stated for the record that this closed session is being held to specifically address personnel matters. Resolution 121-2012 was approved.

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Pursuant to Resolution 121-2012, at 8:20 p.m. Council went into closed session until 8:25 p.m., at which time they returned to open session. Back in open session, Councilwoman Truhan stated that based on the qualifications of the candidate for Principal Public Works Manager and the recommendation of the Personnel Committee as discussed in the closed session, she would like to request that Resolution 122-2012 be added to the agenda for Council's consideration this evening.

RESOLUTION 122-2012

RESOLUTION APPOINTING PRINCIPAL PUBLIC WORKS MANAGER

Solicitor Lozuke read Resolution 122-2012 by title only. A motion to approve this resolution was made by Councilwoman Truhan and seconded by Councilman Packer. A roll call vote in favor was unanimous. Resolution 122-2012 was approved. Richard Middleton was appointed to the position of Principal Public Works Manager.

ADJOURNMENT: A motion to adjourn was made by Councilman Packer and seconded by Councilman Pye. All of Council agreed. The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Janet Pizzi, Clerk/Administrator