

**REGULAR COUNCIL MEETING  
BOROUGH OF WOODBURY HEIGHTS  
500 ELM AVENUE, WOODBURY HEIGHTS, NJ 08097  
DECEMBER 19, 2012 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 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.

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

A motion to approve the minutes of the Regular Council Meeting of 11/20/ 2012, the Closed Session Meeting of 11/20/2012, and the Special Meeting-Public Hearing of 12/10/2012 were made by Councilwoman Truhan and seconded by Councilman Pye. A roll call vote in favor was unanimous. The minutes were approved.

**CLERK'S REPORT:** The Clerk reported for the month of November, 2012, total receipts in the amount of \$280.10 which were turned over to the Treasurer. The Borough Clerk read into the record the results of the December 5, 2012 "Request For Qualifications". A copy of this report is attached and made part of the minutes.

**PUBLIC PORTION:** 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 his office is working with the Lake Avenue contractor on some minor punch list items.

**SOLICITOR'S REPORT**

**ORDINANCES  
FINAL READING/PUBLIC HEARING**

**ORDINANCE 19-2012**

**ORDINANCE ESTABLISHING THE POSITION OF RENTAL UNIT INSPECTOR**

The Borough desires to establish a part-time employment position of Rental Unit Inspector to administer and enforce the provisions of Chapter 64B of the Woodbury Heights Code

Solicitor Lozuke read Ordinance 19-2012 by title only. Mayor Elton opened the public hearing for this ordinance and upon hearing no questions or comments, closed same. A motion to approve Ordinance 19-2012 was made by Councilman Pheasant and seconded by Councilman Pye. A roll call vote in favor was unanimous. Ordinance 19-2012 was approved.

ORDINANCES (CONTINUED)

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"

The salary of the Rental Unit Inspector is established at the sum of \$5,000.00 per annum. In addition to the salary set forth for the Deputy Borough Clerk, such salary is supplemented to provide for an additional payment of \$100.00 for any required court, administrative or other tribunal appearance to enforce the residential rental properties Ordinance.

Solicitor Lozuke read Ordinance 20-2012 by title only. Mayor Elton opened the public hearing for this ordinance and upon hearing no questions or comments, closed same. A motion to approve Ordinance 20-2012 was made by Councilman Pheasant and seconded by Councilman Pye. A roll call vote in favor was unanimous. Ordinance 20-2012 was approved.

ORDINANCE 21-2012

ORDINANCE AMENDING RATES FOR WATER AND SEWER UTILITY SERVICES  
Increased costs of salaries, wages, employee benefits, debt service, capital improvements and charges for purchase of potable water supply have dictated an increase in the water and sewer service charges.

Solicitor Lozuke read Ordinance 21-2012 by title only. Mayor Elton opened the public hearing for this ordinance and upon hearing no questions or comments, closed same. A motion to approve Ordinance 21-2012 was made by Councilman Pheasant and seconded by Councilman Pye. A roll call vote in favor was unanimous. Ordinance 21-2012 was approved.

## RESOLUTIONS

RESOLUTION 124-2012

RESOLUTION AUTHORIZING RELEASE OF DEVELOPMENT ESCROW ACCOUNT

Solicitor Lozuke read Resolution 124-2012 by title only. A motion to approve this resolution was made by Councilman Pheasant and seconded by Councilman Packer. A roll call vote in favor was unanimous. Resolution 124-2012 was approved.

RESOLUTION 125 - 2012

RESOLUTION CHANGING THE CUSTODIANS OF PETTY CASH FUND

Solicitor Lozuke read Resolution 125-2012 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 125-2012 was approved.

RESOLUTION 126-2012

RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF DEPTFORD AS THE PROVIDER OF ZONING, CONSTRUCTION, HOUSING AND CODE ENFORCEMENT SERVICES

Solicitor Lozuke read Resolution 126-2012 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 126-2012 was approved.

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RESOLUTIONS (CONTINUED)

RESOLUTION 127 – 2012

RESOLUTION AUTHORIZING CONTRACT FOR 2013 RETROSPECTIVE PROGRAM OF THE GLOUCESTER, SALEM & CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND

Solicitor Lozuke read Resolution 127-2012 by title only. A motion to approve this resolution was made by Councilman Pheasant and seconded by Councilwoman Witasick. A roll call vote in favor was unanimous. Resolution 127-2012 was approved.

COMMITTEE REPORTS

Finance and Administration: Councilman Packer reported no concerns from the CFO and that budgets are due December 20.

Property and Insurance: Councilwoman Witasick reported that the Borough is in the process of receiving proposals for the underground tank removal project at the public works garage.

Streets & Roads: Councilman Pye reported that leaf pick up is over. The holiday trash schedule will be posted on the website.

Public Safety: Councilman Pheasant presented the Police Department report noting that mandatory training has been completed. A copy of this report will be on file in the Clerk's office.

Water & Sewer: On behalf of the Education Committee Councilwoman Truhan reported that a letter went out from the WHES regarding the recent Newtown tragedy. Also, Janis Gansert was appointed as the Woodbury Heights Elementary School Chief School Administrator.

Recreation and Civic: Councilman Jacob reported that the Athletic Association has a new president, treasurer and secretary.

Mayor Elton advised that the South Jersey Times will be doing a story about Woodbury Heights in an upcoming issue.

BILL LIST: A motion to approve the bill list as presented was made by Councilman Pye and seconded by Councilman Pheasant. 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. Ken Brown, Brooklawn Ave. asked for the effective date of the Construction Shared Services Agreement with Deptford Township. Mayor Elton replied that it is effective January 01, 2013. Shelly Bronum, Glassboro Road asked if Glassboro Road will be repaired from the Woodbury water project. Mark Brunermer advised that Glassboro Road will be milled in the Spring. Upon hearing no additional questions or comments, Mayor Elton closed the public portion of the meeting.

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ADJOURNMENT: A motion to adjourn was made by Councilman Pye and seconded by Councilman Jacob. All of Council agreed. The meeting adjourned at 8:01 p.m.

Respectfully submitted,

Janet Pizzi, Clerk/Administrator