

**BOROUGH OF PITMAN
FORMAL MEETING MINUTES
April 25, 2016**

Call to Order

Time: 8:00 p.m.

At this time Mayor Johnson asked for a moment of silence in honor of the recently deceased Pitman resident, Cynthia A. Ventura. Ms. Ventura was a frequent attendee of the Borough's Council meetings, and was the founding member of the Grove's Neighborhood Watch Committee.

Salute to the Flag/Moment of Silence

Councilman Blass

Open Public Meetings Act Statement - Pursuant to the Open Public Meetings Act, I hereby announce that adequate notice of this meeting has been provided by adopting a schedule of regular meetings for 2016, which was posted on the Borough Hall bulletin board, sent to the "South Jersey Times" and filed with the Municipal Clerk on January 3, 2016.

Roll Call

Councilman Austin: Present
Councilwoman Higbee: Present
Councilman Razzo: Present
Mayor Johnson: Present
Borough Clerk O'Donnell: Present

Councilman Blass: Present
Council President Pierpont: Present
Councilwoman Rudley: Present
Borough Solicitor Alice: Present

Approval of Minutes

Work Session & Formal Meeting Minutes, April 11, 2016

Motion: Blass

Second: Austin

Roll Call:

Councilman Austin: Yes
Councilwoman Higbee: Yes
Councilman Razzo: Abstain to Work, Yes to Formal
Mayor Johnson _____

Councilman Blass: Yes
Council President Pierpont: Yes
Councilwoman Rudley: Yes

Council Reports

Councilman Austin – Councilman Austin reported that during the month of March, McCowan Memorial Library received 5,772 visitors, and 451 individuals attended story time sessions.

Friends of the Library provided lunch for the staff in honor of National Library Week, and conducted Amnesty Week for overdue fines in an effort to recover some of the overdue materials that were checked out by patrons.

Councilman Austin attended the Combined Planning and Zoning Board meeting on April 18. The Board will be reviewing the variances required for the bank property subdivision prior to next council meeting. Three applications from the Historic Commission were presented and approved. The Master Plan also requires updating. Councilman Austin asked that if there are any suggestions for any new goals, to please contact him.

Councilman Blass

The Historic Commission met on April 14. Three applications were reviewed, and sent to the Planning & Zoning Board for approval.

The Memorabilia Museum was open on April 22, and three groups come through to tour. One of the groups turned out to have an indirect relationship with Councilman Blass.

Councilman Razzo read the following report:

The parade application process has now opened, and will remain open until June 17. The application can be found online at pitmanparade.com, or you can stop in at Borough Hall and pick one up. All applications must be in by June 17. The contracts will be going out this week for the bands. Also, on the agenda tonight, we hope to approve the contract for the fireworks.

Youth Week is coming up quickly. Next week all Youth Council participants will have been selected, and members of Council should receive an email from Andy Fox. All of Council's contact information has been given to the students when Andy Fox met with them today. The students should contact Council, but if Council members don't get a call, they should contact the students so that we are all prepared for the topic discussions during Youth Council.

All of the Recreation Department's events are pretty well covered with volunteers to help out. The only thing Director Fox needs help with is the Track and Field Meet next Saturday, and the dance, which is Friday night. If anyone can help, please email Andy Fox.

I had the opportunity to attend the Joint Insurance Fund meeting before this meeting, and I am happy to report that the lawsuit with the Estate of Patrick Georgette has been settled, and is now a matter of public record. We have settled for the amount of \$82,000.00. The Borough itself was removed of any liability by Summary Judgment, but the Borough was still required to defend the individual who was the Chief of Police at that time.

Council President Pierpont read the following report:

In-street leaf collection continues until mid May. The leaf collection schedule attempts to correspond with the trash collection, but may be impacted by other priorities.

Leaf mulch is available free of charge at our Public Works Department. The delivery is included in this great price.

If you have any questions concerning leaf collection, mulch, e-waste, or bulk trash, please visit our website or call Public Works at 589-1040.

Tonight we will vote on Resolution No. 72, 2016, authorizing the Mayor to sign the negotiated contract with

AFSCME Local 3303B. I bring this up to recognize the efforts of Mrs. O'Donnell and Councilman Blass. I thank them both for their input and experience. This is the second contract we've negotiated together and we are currently working on our third. Hopefully, at our next meeting, I can report on the progress of our negotiations pertaining to the contract with the Teamsters Union.

Our trash and recycling statistics for the month of March are:

- Twenty-four loads of trash, totaling 265.39 tons, was delivered to Wheelabrator for burning, at a cost of \$81.64 per ton (\$22,462.61)
- Four loads of trash totaling 51.24 tons was delivered to the County Landfill at a cost of \$86.93 per ton. (\$4,349.76)
- Amount of trash collected totaled 313.63 tons, costing the Borough \$26,812.37 for disposal

Our single stream recycling totals for March are:

- Twenty-three loads totaling 104.56 tons, at a cost of \$11.83 per ton (\$1,236.90)

The Greater Pitman Chamber of Commerce did not meet this month so members could attend a discussion and information session concerning small business financing and grant opportunities. This is a new program administered by the Gloucester County Board of Chosen Freeholders, and was facilitated by Freeholder Heather Simmons.

The Green Team will meet this Thursday, April 28, at 7:00 p.m. All are invited.

Councilwoman Higbee

Budget Items of Note:

- 2016 Budget is \$8,179,138 (\$17,360 more than 2015)
- Tax rate is \$1.027 per \$100 assessed valuation (2015 was \$1.005)
- Tax rate increase is 2.2 cents per \$100 assessed valuation
- Average assessed home in Pitman is \$168,216
- The 2.2 cent increase equates to \$37 per year increase to average taxpayer (\$3.08 per month)
- Value of a penny on the tax rate for 2016 is \$56,932
- We are below the LEVY cap by \$77,358 –
This means we ARE ALLOWED BY STATUTE to raise taxes \$77,358 more
- We are below the appropriations cap by \$623,484
This means we ARE ALLOWED BY STATUTE to raise spending by another \$623,484 more
- Our surplus at year end 2015 was \$1,081,673
- We are using \$115,130 of it to balance the budget, leaving us \$966,543 left

CAP BANK Explanation

- New Jersey statute permits that a municipality has the ability to spend, or bank for future spending, up to a “cap” number that is based on the cost of living over the previous year’s spending. The 2016 cap is set at 0%.
- For the Borough of Pitman, that figure is \$0.00
- New Jersey statute also allows you to increase the amount of spending, or banking up to 3.5%, upon ordinance passage from the Borough. In 2016, this equates to an additional 3.5% over the previous

year's spending.

- For the Borough of Pitman, that figures is \$218,474
- In our bank we have unused bank from:
2014 – 155,372
2015 – 328,636

TO RECAP 2016:

- Without the bank – our inside the cap budget could be \$6,242,123.00
- With the bank – our inside the cap budget could be \$6,952,864.00
- Our 2016 inside the cap budget is \$6,329,380.00
- We will continue to bank the \$623,484.00 unused spending

The ordinance allows that amount to spent in future year's budgets, IF NEEDED.

The Cap Bank ordinance has nothing to do with the tax rate and DOES NOT RAISE TAXES.

Councilwoman Higbee also reported that two Clean Communities clean-ups were scheduled. The Boy Scouts were able to do theirs, but the other had to be rescheduled due to bad weather. Kindle, Walls, and Memorial Schools are scheduled to do their clean-ups next week.

Councilwoman Rudley

Councilwoman Rudley reported that the Economic Development Committee held their fundraising event, the ABBA Tribute Band, on April 16, which was a great success. The EDC held a joint event on April 19 for the Small Business Finance and Grants Program hosted by Council President Pierpont. So far, at least one Pitman based business has taken advantage of this program. The next EDC meeting will be on May 19.

The Board of Fire Engineers also met on April 19, and on the 16th they held their annual Awards Banquet.

On Wednesday, April 13, 2016, Patrolmen Eric Weist and Peter Stefanopoulos attended Identity (Fraud) Document Training at the Gloucester County Police Academy.

On Tuesday, April 19, 2016, Chief Dan McAteer, Lt. Gregory Owens, Sgt. Tom Zander and Corporal Jon Streater each attended *Ethics and Management* training sponsored by the Gloucester, Camden and Salem County Chief's Associations. The Training was conducted by Dr. Gregory A. Warren, Captain (Retired), Delaware State Police.

As a reminder, the Pitman Police Department and Highland Chemical Engine Company will be holding a joint fundraising effort on Friday, May 20 at Total Turf Experience on Lambs Road. If anyone is interested in fielding a team, or attending the event, please contact Chief McAteer at the Pitman PD. All proceeds go to the PPD K-9 Unit and Highland Chemical Engine Company.

The Pitman Police Department is continuing to participate and support the Distracted Driver Initiative that is taking place around the Nation. Added patrols and enforcement have been, and will continue to be, utilized

throughout the month. A zero tolerance policy is being practiced! Please put down your cell phone while driving; it can wait.

The Pitman PD has conducted a Traffic Audit on Spruce Avenue and is currently doing the same on West Jersey and Snyder Avenues. A traffic audit basically measures speeds and volume (of traffic) on a roadway and is followed up with strict enforcement. With the change to milder temperatures and the coming of summer, the PPD receives an increase in traffic complaints, and in particular, speeding. In an attempt to insure the safety of all, the PPD has formulated a response to these complaints and will be strictly enforcing the traffic laws throughout the Borough so, please, slow down, obey the speed limit, traffic patterns, and all traffic laws.

Patrolman Eric Bailey was recently recognized and thanked by a local resident who stated that he had assisted her mother and her across Broadway after a show at the Theatre. The woman did not leave her name but insisted that Patrolman Bailey be notified of her appreciation. It is feedback like this that helps to reinforce, recognize, and emphasize the importance of foot patrols and the interaction it brings with the public.

On Tuesday, April 17, 2016, Mr. Barry Owens recognized the efforts and consideration that Patrolman Chris Leach and Patrolman Eric Weist gave to his family when a suspicious person was on their property. Everything worked out fine, but Mr. Owen complimented the officers for a job well done and for making his family feel secure.

New Business

Ordinance No. 4, 2016 – Ordinance of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank

Motion: Higbee

Second: Rudley

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Motion to Introduce 2016 Municipal Budget Ordinance

First Reading (Second Reading and Public Hearing; May 23, 2016 at 8:00 p.m.)

Copies are available for public inspection at Borough Hall, during normal business hours.

Motion: Higbee

Second: Rudley

Roll Call:

Councilman Austin: No

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Ordinance No. 5, 2016 – Ordinance of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Vacating Extension of Big Alley Situated From East Avenue to Twelfth Avenue in the Borough of Pitman, County of Gloucester

First Reading

Motion: Blass

Roll Call:

Councilman Austin: Yes

Councilwoman Higbee: Yes

Councilman Razzo: Yes

Mayor Johnson _____

Second: Razzo

Councilman Blass: Yes

Council President Pierpont: Yes

Councilwoman Rudley: Yes

Resolution No. 68, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing Fralinger Engineering, PA to Provide Engineering Services Relating to Ongoing Projects Within the Borough of Pitman as Designated

Motion: Blass

Roll Call:

Councilman Austin: Yes

Councilwoman Higbee: Yes

Councilman Razzo: Yes

Mayor Johnson _____

Second: Razzo

Councilman Blass: Yes

Council President Pierpont: Yes

Councilwoman Rudley: Yes

Resolution No. 69, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Refund/Cancellation of Real Estate Taxes and Other Miscellaneous Refunds

Motion: Higbee

Roll Call:

Councilman Austin: Yes

Councilwoman Higbee: Yes

Councilman Razzo: Yes

Mayor Johnson _____

Second: Rudley

Councilman Blass: Yes

Council President Pierpont: Yes

Councilwoman Rudley: Yes

Resolution No. 70, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Approving an “Outdoor Eating Facilities with BYO” Permit for Dia De Los Burritos, 24 Pitman Avenue in the Borough of Pitman

Motion: Austin

Roll Call:

Councilman Austin: Yes

Councilwoman Higbee: Yes

Councilman Razzo: Yes

Mayor Johnson _____

Second: Blass

Councilman Blass: Yes

Council President Pierpont: Yes

Councilwoman Rudley: Yes

Resolution No. 71, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Awarding Contract to Schaefer Fireworks

Motion: Razzo

Roll Call:

Councilman Austin: Yes

Councilwoman Higbee: Yes

Councilman Razzo: Yes

Mayor Johnson _____

Second: Blass

Councilman Blass: Yes

Council President Pierpont: Yes

Councilwoman Rudley: Yes

Resolution No. 72, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Mayor and Borough Clerk to Execute the January 1, 2016 – December 31, 2019 Collective Bargaining Agreement With AFSCME Local 3303B (Pierpont)

Motion: Pierpont

Second: Higbee

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Resolution No. 73, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing Award of Competitive Contract for the Lease of Advertising Space

Motion: Pierpont

Second: Higbee

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

*Resolution No. 74, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Appointing Justin Fleming as a Member of the Borough of Pitman Economic Development Committee

Motion to table resolution: Rudley

Second: Pierpont

Council approves by voice vote to table Resolution No. 74, 2016

Resolution No. 75, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Appointing Vanessa James as an Associate Member of the Memorabilia Committee of the Borough of Pitman

Motion: Blass

Second: Higbee

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Resolution No. 77, 2016 – Resolution of Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Approving the Application for the 2015 Recycle Tonnage Grant for the Borough of Pitman

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Resolution No. 78, 2016 – Resolution of Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Execution of a Shared Service Agreement With the County of Gloucester to Provide Family Entertainment at Sunset Auditorium

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Payment of Bills

Motion: Higbee

Second: Rudley

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Event Permit Applications

Applicant: Greater Pitman Chamber of Commerce

Event: Spring Craft Show

Date & Time: May 14 (9am-4pm) Raindate: May 21, 2016 (9am-4pm)

Location: Broadway, Holly to Laurel & Pitman, Broadway to Ballard

Contact Person: Lori Poisker/Lisa Morgey

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Applicant: Pitman Police Department

Organization: Pitman Youth Week Activity

Event: 2nd Annual Fishing Tournament

Date & Time: May 7 (9am-Noon)

Location: Alcyon Lake

Contact Person: Ptl. Chris Leach

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Applicant: Kathy Streck

Organization: ZK Group Fitness

Event: Zumba Fitness Fundraiser

Date & Time: May 16, 2016 (6:00 p.m.–7-30 p.m.)

Location: Sunset Auditorium

Contact Person: Kathy Streck

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

***Approval is contingent upon a Certificate of Liability Insurance naming the Borough of Pitman as Additional Insured**

Event Permit Application with Signage

Applicant: American Legion

Event: Voting Fundraiser Kiosk

Date & Time: May 15-July 3, 2016

Location: Borough Hall Sidewalk and Lobby

Contact Person: Jerald Delia

Motion: Razze

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Abstain

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson _____

Public Portion

Motion to open to the public: Razze

Second: Austin

Time: 8:45 p.m.

No public comment.

Motion to close the public portion: Razze

Second: Rudley

Time: 8:45 p.m.

Adjournment

Motion: Razze

Second: Austin

Time: 8:45 p.m.

Respectfully Submitted,

Judith O'Donnell
Borough Clerk/Administrator

