

**BOROUGH OF PITMAN  
COUNCIL MEETING MINUTES  
APRIL 10, 2017**

**Call to Order**

Time: 8:00 p.m.

**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 2017, which was posted on the Borough Hall bulletin board, sent to the "South Jersey Times" and filed with the Municipal Clerk on January 7, 2017.

**Roll Call**

Councilman Austin: Present

Councilwoman Higbee: Present

Councilman Razzo: Present

Mayor Johnson: Present

Borough CFO Steve Considine: Present

Jeffrey Ridgway, Petroni & Assoc., Borough Auditor: Present

Clerk O'Donnell: Present

Councilman Blass: Present

Council President Pierpont: Present

Councilwoman Rudley: Present

Borough Solicitor Alice: Present

**Administration of Loyalty Oath**

SLEO Class II Justin Baker

**Arrow of Light Awards**

Pitman Cub Scout Pack 218

Matthew Bauman

Grant McIlvaine

Shawn Neinstedt

Luke Dzinski

Andrew McIntyre

Thomas O'Neill

**Final Adoption of 2017 Municipal Budget**

**Resolution No. 69, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the 2017 Municipal Budget to be Read by Title Only**

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 \_\_\_\_\_

**Resolution No. 70, 2016 – Resolution of the Mayor and Council of the Borough of Pitman, County of**

**Gloucester, State of New Jersey Confirming Compliance With N.J.A.C. 5:30-7; Conducting Local Examination of 2017 Annual Municipal Budget for the Borough of Pitman**

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 \_\_\_\_\_

**2017 Municipal Budget Hearing  
Final Adoption and Public Hearing**

Notice is hereby given that the Budget and Tax Resolution of the Borough of Pitman for the year 2017 was approved by the Borough Council on March 13, 2017, and was published in the "South Jersey Times" in the issue of March 31, 2017. Copies were made available for public inspection in Pitman Borough Hall and the McCowan Memorial Library since March 14, 2017.

Motion to adopt 2017 Municipal Budget: Higbee

Second: Rudley

Motion to open to the public: Razze

Second: Blass

Time: 8:17 p.m.

No public comment.

Motion to close public portion: Razze Second: Blass

Time: 8:18 p.m.

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson \_\_\_\_\_

**Approval of Minutes**

Work Session Meeting & Formal Meeting Minutes of March 27, 2017

Motion: Blass

Second: Austin

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razze: Yes

Councilwoman Rudley: Yes

Mayor Johnson \_\_\_\_\_

**Committee Reports**

**Councilman Austin** read the following report:

I attended the Library Board of Trustees meeting on March 28th. National Library week is April 9-15. During this week the Friends of the Library will be providing lunch for the library staff and are making favors for library patrons. There will also be amnesty for any overdue books. Please visit the library this week to celebrate National Library Week. The library would also like to thank Matt Paden, from the Water and Sewer Department, for working so hard and helping them with some plumbing issues. The next Library Board of

Trustees meeting will be April 25<sup>th</sup> at 7:00 p.m.

#### Planning/Zoning Board

I attended the last Planning and Zoning Board meeting on March 20, which I reported on at the last Council meeting. The next meeting will be April 17<sup>th</sup>.

#### Housing and Code Enforcement

We continue to struggle to force vacant properties owners to clean up. Another example of our battle occurred today when our Code Officer went to court, and the owner did not show. This, unfortunately, is the norm and all too many times we have to initiate all paperwork and charges, and then start again. We are investigating other avenues to solve this problem. Collingswood has made great strides in eliminating some of these properties by use of the Abandoned Properties Rehabilitation Act, in which the borough takes possession of the house, refurbishes it, and then sells it. Collingswood's Mayor Jim Maley will visit us during our Work Session on April 24 to discuss how Collingswood is progressing.

I would also like to thank Chief McAteer for the spectacular breakfast reunion of the Pitman Police Department. I was fortunate to know everyone there from Mr. Young, Chief McEnery, to Chief McAteer. It was a great event that I hope continues.

I also would like to congratulate Officer Baker on becoming a Class II Officer of the PPD, as well as the awardees from Cub Scout Pack 218, of which I was a member many eons ago, for their achievements.

#### **Councilman Blass**

Councilman Blass reported that the Memorabilia Committee met on April 4. The Memorabilia Museum will be open for the scavenger hunt this Saturday, which is part of the Easter Egg Hunt. The museum will then be open for its' first Fourth Friday celebration of the year, on April 28 from 5:30 p.m. to 7:30 p.m. On Sunday April 30, members of the Friends of the Grove who work on the community garden, plan to begin construction in the garden, and have tentatively set May 13<sup>th</sup> as the day to paint the fence. All volunteers are welcome.

#### **Councilman Razze**

Councilman Razze reported that parade applications will be available this Friday online, and here at Borough Hall. Our theme this year is "Taking a Look Back at Sports, Recreation, and Pastimes".

Youth Week begins April 28<sup>th</sup> with the Pitman Middle School Dance, followed by our Youth Council meeting on April 30. The week continues with May 1<sup>st</sup> being movie night, the film is Moana, May 2<sup>nd</sup> will be our talent show night, May 3<sup>rd</sup> High Elevations Trampoline Park, May 5<sup>th</sup> Career Day, and will conclude on May 6<sup>th</sup> with the elementary school Track and Field event, and the Fishing Tournament at Alcyon Lake.

Councilman Razze said that he attended the Broadway Theatre anniversary celebration last Sunday, and that it was an awesome event.

**Councilman Pierpont** read the following report:

On-street leaf collection began today and runs through mid-May. Please place leaves, and only leaves, at the curb for pick up with the leaf vacuum. Any branches, shrubs, or grass clippings must be placed in a container at the curb for pick up. Dumping these items into your leaf pile will force the driver to skip your leaf pick-up.

Leaf mulch is available for delivery from our Public Works Department. Please call 589-1040, or order online.

You may also schedule to pick up mulch if you would rather load it yourself.

Our Water and Sewer Division is performing mid-quarter meter readings and making this information available to all homeowners. Just call 589-1040 and provide your address or tax block and lot number. This is a new practice to assist residents in budgeting and controlling their water usage and bills.

The Greater Pitman Chamber of Commerce will meet on April 18 at 7:00 p.m. in the Pitman Art Gallery.

The next Green Team meeting is scheduled for April 28, at 7:00 p.m., here in Borough Hall.

**Councilwoman Higbee** read the following report:

On April 6, I attended the Environmental Commission meeting.

Items discussed were:

1. Arbor Day – if the Event Permit is approved tonight, the Commission will be celebrating Arbor Day on April 28 from 5:30 p.m. until 7:00 p.m. with a tree planting in Ballard Park.
2. On May 20, the Commission will celebrate Earth Day in Pitman, again with Mayor and Council's approval, from 10 a.m. to 2 p.m. Plans include educational displays, children's activities, and a presentation by the Academy of Natural Sciences.

There was discussion about earning Sustainable Jersey points, a program that will make Pitman eligible for grants. One of the projects being worked on toward that end is a Green Grounds resolution. This paperwork ensures that Pitman will maintain our parks, gardens, and landscaped areas in an efficient and environmentally friendly manner.

Tomorrow, April 11, the final elementary Clean Community's assembly will take place at Memorial School. Also tomorrow, Kindle and Memorial Schools will each be doing a Clean Communities cleanup. Memorial School works in the Dell and Kindle School around Glen Lake.

On April 22, Boy Scout Troop 55 will be doing a clean-up of special areas in the Grove with emphasis on the museum grounds and the rain garden between Sixth and Seventh Avenues. Josh Hitchner, a member of the Environmental Commission, will be on site to direct their efforts. Michelle LaPlante, who has worked in the rain garden before, will also be on hand to help.

A special thank you to the Pitman Police Department for the wonderful breakfast they served to the public on April 1. It was so nice to see so many faces, past and present, of our great department. There might have even been some future officers in attendance.

The 90<sup>th</sup> Broadway Theatre Anniversary celebration this past Sunday was fantastic. Can't wait for the 100<sup>th</sup>!

**Councilwoman Rudley**

Police Department

The PPD would like to make everyone aware of the following upcoming events:

- The third Annual K-9 Unit Fund Raising Fishing Tournament will take place on Saturday, May 6, from 9:00 am – Noon at Alcyon Lake.
- The Chamber of Commerce Spring Craft Fair on Saturday, May 20, 8:00 a.m. – 4:00 p.m. on South Broadway and Pitman Avenue.
- Pitman Community Appreciation Night is Tuesday, June 13, from 6:00 p.m. – 9:00 p.m. at Alcyon Lake Park.

- The Pitman Fourth of July Parade is on Tuesday, July 4.

The Pitman Police Department will have three officers riding in the Police Unity Tour to Washington DC, taking place from May 8 – May 12. Sgt. Streater, Patrolman Hoffman, and Patrolman Weist will all be representing the PPD at this year’s event.

Patrolman Ken Decker and Patrolman Marshal Pierson recently completed Vehicle Crash I training. Congratulations to those officers.

Sgt. Jon Streater will be attending Supervision Training beginning on April 17 through April 28.

Councilwoman Rudley thanked Pitman Fire Company #1 for inviting her to their dinner on Saturday night.

The Economic Development Committee and Chamber of Commerce sponsored event on Theatre Avenue was very successful, and it was a wonderful time.

The Senior Outreach Committee and Economic Development Committee meet on the third Thursday of each month. The Senior Outreach meets at 6:00 p.m. and the EDC meets at 7:00 p.m. The Board of Fire Engineers meets on the third Thursday of each month at 6:30 p.m., also in the Conference Room in Borough Hall.

**Unfinished Business**

**Resolution No. 71, 2017 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Approving an “Outdoor Eating Facilities” Permit for Alaura’s Kitchen, 36 S. Broadway, Borough of Pitman, County of Gloucester, State of New Jersey**

Motion: Austin

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson \_\_\_\_\_

**Resolution No. 72, 2017 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing Refunds/Cancellation of Real Estate Taxes and Other Miscellaneous Refunds**

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 \_\_\_\_\_

**Resolution No. 73, 2017 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Supporting the Designation of the Month of April 2017 as Autism Awareness Month**

Motion: Blass

Second: Higbee

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes  
Councilman Razzo: Yes  
Mayor Johnson \_\_\_\_\_

Council President Pierpont: Yes  
Councilwoman Rudley: Yes

**Resolution No. 74, 2017 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing a Closed Meeting**

The general nature of the subjects to be discussed shall be:

**Personnel Matters: Merit Pay Raise Request**

Action may be taken upon returning to an open meeting.

Motion: Pierpont

Second: Higbee

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson \_\_\_\_\_

**Resolution No. 75, 2017 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Designating April 28, 2017 as Arbor Day in the Borough of Pitman**

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 \_\_\_\_\_

**Resolution No. 76, 2017 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Designating May 20, 2017 as Earth Day in the Borough of Pitman**

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 \_\_\_\_\_

**Payment of Bills**

Motion: Blass

Second: Austin

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Abstains to #33596 and #33605; votes to approve all others

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson \_\_\_\_\_

**Event Permit Applications/Use of Facilities**

**Applicant: Marshall Pierson**

**Event: Pitman Community Night Out**

Location: Alcyon Lake Park

Date & Time: June 13, 2017 (Event: 5pm - 9pm) All day set-up in Park

Contact Person: Marshall Pierson

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: Friends of the Grove**

**Event: First Avenue Pocket Garden Additions & Modifications for 2017**

Date: April 15, 2017, ongoing

Location: Borough-owned lot, north of sidewalk on First Avenue

Contact Person: Lorrie Marquis

Motion: Razze

Second: Blass

Discussion followed the Motion among members of Council as to whether the Historic Commission should also review the application since the additions to the Pocket Garden are going up on public property in a historic zone. Councilman Blass reminded Council that the initial application for the garden had to be approved by the Historic Commission, and that is why he suggested that they should review the new modifications.

Borough Zoning Officer Clark Pierpont and Lori Marquis, who is President of the Friends of the Grove community group, discussed the installation of an arbor in the garden. Mr. Pierpont said there are no guidelines for arbors in the Historic Guideline Manual. The construction of an arbor is something that should be considered by the Planning and Zoning Board, if it is somehow connected to a fence surrounding the garden area. He said that if it is a stand-alone arbor, maybe not. Ms. Marquis explained that it is a cedar arbor made up of two trellises with a top that will have vines growing up the sides. It will not attach to anything.

Councilwoman Higbee stated that in regard to the proposed resin turtle, she was concerned that the area would become a playground, which is not what it was approved to be.

Ms. Marquis said that the turtle is strictly a garden decoration.

Councilman Razze stated that his understanding is that if the arbor is attached to the fence, then it may need Historic Commission approval, and that if it doesn't, there are no guidelines in the Historic Guide that governs arbors. He said that if this is correct, then he doesn't see the need to have the plan approved by the Historic Commission.

Further discussion related to potential liability for the Borough related to some of the additions to the garden as well as the installation of lights.

Councilman Blass stated his opinion that the Borough should try to maintain as much historic appropriateness as possible, in keeping with the reason of why the Borough has a Historic District.

Roll Call:

Councilman Austin: Yes

Councilman Blass: No

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes  
Mayor Johnson \_\_\_\_\_

Councilwoman Rudley: Yes

\*Approved contingent upon submission of a Certificate of Liability Insurance naming the Borough of Pitman as Additional Insured.

**Applicant: Kindle School**

**Event: Spring Concert**

Date & Time: May 25, 2017; (Noon – 3:15 Road Closing; Concert at 2:15)

Location: Washington Avenue, between Highland Terrace and S. Fernwood Avenue

Contact Person: Frances Yearwood, Principal

Motion: Razzo

Second: Pierpont

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson \_\_\_\_\_

**Applicant: Pitman Wrestling Association**

**\*Event: Wrestling Clinic**

Date & Time: July 18, 19, 20, 2017; (4pm-9pm)

Location: Sunset Auditorium

Contact Person: Steve Smith/Jennifer Coles

Motion: Razzo

Second: Austin

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Yes

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson \_\_\_\_\_

\*Approved contingent upon submission of a Certificate of Liability Insurance naming the Borough as Additional Insured, and signing of a Facilities Use Agreement.

**Applicant: Pitman Environmental Commission**

**Event: Arbor Day Tree Planting**

Date & Time: April 28, 2017; (5:30pm-7pm)

Location: Ballard Park

Contact Person: Robert Holwitt

Motion: Razzo

Second: Blass

Roll Call:

Councilman Austin: Yes

Councilman Blass: Yes

Councilwoman Higbee: Yes

Council President Pierpont: Abstain

Councilman Razzo: Yes

Councilwoman Rudley: Yes

Mayor Johnson \_\_\_\_\_

**Applicant: Pitman Environmental Commission**

**Event/Signage: Annual Earth Day Celebration**

Date & Time: May 20, 2017; (10am-2pm)

Location: Ballard Park



Contact Person: Robert Holwitt  
Motion: Razze  
Roll Call:  
Councilman Austin: Yes  
Councilwoman Higbee: Yes  
Councilman Razze: Yes  
Mayor Johnson \_\_\_\_\_

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

**Raffle License Application**

**Applicant: Highland Chemical Engine Company**

**Type: Off-premises; 2017 Honda Civic**

Date & Time: September 4, 2017 @ 10pm

Location: Pitman High School, 225 Linden Ave.

Contact Person: Jeffrey Penuel

Motion: Razze

Roll Call:

Councilman Austin: Yes

Councilwoman Higbee: Yes

Councilman Razze: Yes

Mayor Johnson \_\_\_\_\_

Second: Higbee  
Councilman Blass: Yes  
Council President Pierpont: Abstain  
Councilwoman Rudley: Yes

**Public Portion**

Motion to open to the public: Razze

Time: 9:00 p.m.

Second: Blass

**Doug Ducat, 120 McClelland Avenue** – Mr. Ducat spoke in regard to the ordinance banning overnight parking and the limit of twenty call-ins per year. He said that the ordinance is out of date, and should be reviewed by Council.

**Jason James, 91 Circle Avenue** – Mr. James said that the Friends of the Grove clean up the grounds around the auditorium and the museum. He asked if they needed to complete an Event Permit when they do this.

Councilwoman Higbee said that when they do a Clean Communities clean-up once a year, they do not need a permit.

Council President Pierpont said that he has never known of them needing a permit to clean the Grove.

**Chief Dan McAteer, 462 West Avenue** – Chief McAteer said that he failed to mention that when SLEO Justin Baker was sworn earlier this evening, that he is a member of Fire Company #1. Chief McAteer feels that this is important to mention because of his role in our community.

Chief McAteer also mentioned that he takes the Police Department’s very important role of maintaining the flags in the Borough very seriously. He said that he had a problem with his email, and missed the notice to put the flags at half-staff on April 6. He apologized for having missed that notification.

**Miscellaneous**

Council President Pierpont explained that his vote to abstain from the Arbor Day resolution was because as an employee of Groff’s Nursery, it was the prudent thing to do because the tree to be planted in Ballard Park is

being purchased from, and planted by, Groff's Nursery.

Motion to close the public portion: Razze                      Second: Blass  
Time: 9:05 p.m.

**Closed Meeting**

Motion to Enter into a Closed Meeting: Blass                      Second: Austin  
Time: 9:05 p.m.

Motion to Return to an Open Meeting: Pierpont                      Second: Razze  
Time: 9:17 p.m.

No action was taken as a result of discussion in the Closed Session Meeting.

**Adjournment**

Motion: Razze    Second: Pierpont  
Time: 9:17 p.m.

Respectfully Submitted,

Judith O'Donnell  
Borough Clerk/Administrator