

**BOROUGH OF PITMAN
SPECIAL MEETING MINUTES
MAY 17, 2017
8:30 A.M.**

Call to Order

Time: 8:32 a.m.

Open Public Meetings Act Statement – This Special Meeting was called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was sent to the "South Jersey Times, Gloucester County Edition" newspaper and published in said newspaper on May 14, 2017. In addition, copies of this notice were posted on the bulletin board in the municipal building and filed in the office of the Municipal Clerk on the aforementioned date. Notices on the bulletin board have remained continuously posted.

Roll Call

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

Councilman Blass: Present
Council President Pierpont: Present
Councilman Rudley: Present
CFO Considine: Present

Discussion

Motion to open discussion: Higbee
Time: 8:33 a.m.

Second: Rudley

Current and Anticipated Municipal Debt

Councilwoman Higbee reviewed the current municipal debt statistics for members of Council. The current debt to value calculation is 1.072%. The Borough is allowed to be at 3.5%. The difference between the two percentages, equates to \$14,627,000 of unused, but allowable, debt. CFO Considine said that the proposed bond being presented will not significantly affect the debt ratio.

General Projects and Water Projects to be Bonded

Members of Council reviewed the items that have been submitted for bonding by department supervisors.

F350 truck for Fire Company #1 – Councilwoman Rudley stated that the funds that were escrowed for repairs and inspections for the truck donated by Pitman Fire Patrol, will be depleted by June 2017. She stated the need for a utility truck to be used to transport supplies to a fire or other emergency scenes, and to transport the dirty hoses back to the station after a fire. The truck will be treated as a fire truck, and the truck from Fire Patrol will be sold in the near future. Council agreed that the plow package should be added to the truck purchase for an additional \$6,000. The total amount to be bonded for this purchase is \$58,000.

Hydrant Shortening & Water Meter Equipment

Council President Pierpont explained the reason and the process to be performed to shorten the barrels on some of the fire hydrants purchased for the Borough under the USDA funded hydrant replacement program. It is necessary to shorten the barrels for aesthetics as well as to enable the ability to break away in the event they are hit by a motor vehicle. The amount to be bonded for this project is \$12,000.

Council President Pierpont asked Water & Sewer Division Foreman Matt Paden, who was in attendance at this meeting, to explain the need to begin replacing the water meters in businesses and residences within the Borough. Mr. Paden said that a meter with an expired battery will not read the consumption of water in the building. The current meters have a ten year battery life, which is coming to an end on many of the meters currently being used. Current standards state that water meters should be replaced every 10-15 years for accurate recording of usage by a municipality. The new meters to be purchased under the bond ordinance have a twenty year life. Mr. Paden suggested that at the same time as replacing the meter head, the body should be replaced as well. Not to do so could result in potentially having a thirty year old meter body, which could result in inaccurate readings and potential loss of revenue for the Borough. The amount to be bonded for this purchase is \$650,000.

Mayor Johnson asked Public Works Manager Fred Rodi, also in attendance, if the Borough has a fleet replacement plan in effect at this time. Mr. Rodi replied that he is presently getting a twelve year plan together, and that much of the equipment now in use is over twenty years old.

The spreadsheet provided by CFO Considine listing the proposed capital purchases was reviewed item by item by Council with no deletions or additions made other than the addition of the plow package to the F350 truck for Fire Company #1. They include:

Design and Construct Municipal Parking Lot	\$180,000
Purchase Borough Bus (Half cost)	\$45,000
Replace PW Garage Roof	\$50,000
F350 - 4X4 Utility Vehicle with Plow Package	\$58,000
Various Road Renovations	\$200,000
Fire House Door Renovations	\$60,000
Public Works Loader Purchase	\$145,000
Purchase Public Works Z-turn Mower	\$8,000
F450 - 4X4 with Plow Package for PW	\$75,000
Purchase Shaefer Trash Totes	\$5,000
Construct PW Truck Washing Pad	\$11,000
Purchase Street Signage	\$10,000
Excavation Trench Equipment for W&S	\$20,000
Water Meter Equipment	\$650,000
Water Hydrant Shortening Barrel/Stem	\$12,000

Motion was made by Councilwoman Higbee to authorize the Borough’s Chief Financial Officer to prepare two bond ordinances for the purchase of General Projects and Equipment and Water Projects and Equipment to reflect the discussion of these proposed projects by Mayor and Council at this meeting.

Second: Pierpont

Roll Call

Councilman Austin: Absent
Councilwoman Higbee: Yes
Councilman Razzo: Absent
Mayor Johnson: _____

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

Public Portion

Motion to Open to the Public: Rudley
Time: 8:50 a.m.

Second: Blass

No public comment.

Motion to Close the Public Portion: Higbee
Time: 8:50 a.m.

Second: Blass

Adjournment

Motion: Rudley
Time: 8:50 a.m.

Second: Blass

Respectfully Submitted,

Judith O'Donnell
Borough Clerk/Administrator