

BOROUGH OF PITMAN
WORK SESSION MINUTES
NOVEMBER 8, 2021

Call to Order

Time: 7:00 p.m.

Open Public Meetings Act Statement – Pursuant to the Open Public Meetings Act, I hereby announce that adequate notice of the time and date of this meeting was published in the South Jersey Times on January 7, 2021, posted on the Borough Hall front door, and advertised on the Borough of Pitman website continuously since January 7, 2021.

Roll Call

Council President Blass: Present
Councilwoman James: Present
Councilwoman Rudley: Present
Mayor Razzo: Present
Clerk O'Donnell: Present

Councilman Fitzpatrick: Present
Councilman Mazzola: Present
Councilman Weng: Present
Borough Solicitor Krachun: Present

Discussion

Motion to Open Discussion: Blass
Time: 7:01 p.m.

Second: Rudley

Personnel Policy and Procedure Manual Update

Councilman Mazzola reminded Council members that the draft copy of the updated Policy and Procedure Manual for Employees was referred to Borough Solicitor Krachun for review at the October 25, 2021, Work Session meeting. Solicitor Krachun said that he found the proposed amendments to be in accord with Federal and/or State labor laws and feels confident that Council can approve it for distribution to Borough employees. He said that he will sign the Employment Practices Best Practices Checklist on behalf of the Borough attesting to compliance with the TROCO JIF's requirements for full participation. The Borough Clerk will forward the signed Checklist to the TRICO JIF.

Outdoor Restaurant Seating

Councilwoman Rudley wanted to discuss the outdoor seating along Broadway particularly as it pertains to Merryman's Pub. She said that the Borough's resolution to allow seating in the Borough's right-of-way expired on November 8, 2021. All seating should now be away from the curb and from in front of Borough Hall and the First Avenue garden. Merryman's Pub owner Vito Mannino said that he was hoping to have an extra row of tables in the front of his building and to extend seating to the area in front of the handicapped accessibility ramp. Council members agreed, providing there is a three to four foot walkway between the curb and the tables, and that the ramp is kept clear and unobstructed. Borough Clerk O'Donnell said the Zoning Officer has started to notify the businesses who have outdoor seating of the need to comply with Borough Ordinances going forward.

Sewer Bill Credit Requests

540 Elm Avenue

Council President Blass discussed a request from the resident of **540 Elm Avenue** who sustained a broken pipe in the basement of her home while she was away that caused flooding two feet deep. He explained that the Flow Report generated by Public Works shows the period of the leak and the amount of water that was counted by the meter during that time. Because the water was pumped from the basement

and did not go out through the sewer line, a credit to the sewer bill in the amount of \$604.44 was proposed by Councilman Blass. Council took the following action:

Resolution No. 168, 2021 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Refund of Sewer Charges in the Amount of \$604.44 for the Property Located at 540 Elm Avenue, Block 210 Lot 7, on the Tax Map of the Borough of Pitman, County of Gloucester

Motion: Blass

Second: Rudley

Roll Call:

Council President Blass: Yes

Councilman Fitzpatrick: Yes

Councilwoman James: Yes

Councilman Mazzola: Yes

Councilwoman Rudley: Yes

Councilman Weng: Yes

Mayor Razzo: _____

465 Lake Avenue

Council President Blass reported that he received an additional request for relief on a sewer bill for the property located at **465 Lake Avenue** due to the use of an outdoor sprinkler system. He explained that because there was no second meter at the residence to measure the amount of water used for irrigation, there was no way to determine the amount of a credit. He suggested that the resident install a second meter to save on sewer charges going forward. No action was taken by Council members on the request for a credit on the sewer bill for the property located at 465 Lake Avenue.

Miscellaneous

Diversity, Equity, and Inclusion Committee

Councilwoman James distributed a draft of the guidelines to establish a Diversity, Equity, and Inclusion Committee for the Borough. This will be a standing committee established in response to the suggestions found in the Final Report of the Task Force on Diversity and Inclusion which was submitted to the Borough at the conclusion of their one year research period. Councilwoman James asked members of Council to review the draft for discussion at the November 22, 2021, Work Session. Ordinance Introduction was proposed for December 13, 2021, with the Second Reading and Public Hearing on December 27, 2021. It was also suggested that an application for selection to the committee be created.

Senior Outreach Committee

Councilwoman Rudley stated that the Senior Outreach Committee is a highly active and involved group with both current members and non-members of the committee participating in events. She said that she would like to have the ordinance that established the committee amended to allow eleven members in total on the committee.

Motion to close discussion: Blass

Second: Rudley

Time: 7:20 p.m.

Public Portion

Motion to open to the public: Weng

Second: James

Time: 7:21 p.m.

Vito Mannino, 121 Grandview Avenue – Referring to the two parking spaces in front of Mannino’s Cucina and the Broadway Bakery, which have short term parking limits, Mr. Mannino said that he would like to see the short term period changed from ending at 8:00 p.m. to ending at 3:00 p.m. or 4:00 p.m. Councilman Weng said that Council may consider changing one of the signs, but that would have to be discussed at the next Work Session meeting.

Councilwoman James said that in setting the end time of 8:00 p.m. Council was thinking of those who were picking up takeout orders. The short term parking would provide parking for those individuals.

Councilman Weng said that he will have a discussion with Chief McAteer and members of Council on Mr. Mannino's proposal.

Motion to close public portion: Weng
Time: 7:25 p.m.

Second: James

Adjournment

Motion: Blass
Time: 7:25 p.m.

Second: Rudley

Respectfully Submitted,

Judith O'Donnell
Borough Clerk/Administrator