

**BOROUGH OF PITMAN
COUNCIL MEETING MINUTES
JANUARY 10, 2022**

Call to Order

Time: 8:00 p.m.

Salute to the Flag/Moment of Silence

Council President Fitzpatrick

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, 2022, posted on the Borough Hall front door, and advertised on the Borough of Pitman website continuously since January 7, 2022.

Roll Call

Council President Fitzpatrick: Present
Councilman Kelly: Present
Councilwoman Milward: Present
Mayor Razzo: Present
Clerk O'Donnell: Present

Councilperson James: Present
Councilman Mazzola: Present
Councilman Weng: Present
Borough Solicitor Vigilante: Present

Approval of Minutes

Council Meeting Minutes of December 27, 2021

Reorganization Meeting of January 2, 2022

Motion: Milward

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Abstain to December 27, 2021, Minutes; Approves January 2, 2022, Minutes

Councilman Mazzola: Yes

Councilwoman Milward: Abstain to December 27, 2021, Minutes; Approves January 2, 2022, Minutes

Councilman Weng: Yes

Mayor Razzo _____

Council Reports

Councilman Weng

No report

Councilperson Milward

Pitman Fire Department

Year-end Report

In 2021 Pitman Fire Company No. 1 was dispatched to 250 incidents and operated for a total of 108 hours and 58 minutes. The Company held 48 drills for approximately 100 training hours. Of the 250 incidents, nine were working fires, 37 were Mutual Aid responses, three were Fire Police assignments, and seven were Failed Responses. Of the incidents, 109 were during the daytime hours, 119 were in the evening hours, and 22 were in the overnight hours.

All apparatus maintenance and testing are complete, hose and ladder testing is complete, SCBA flow evaluated, the cascade system was serviced and air quality samples were taken. The Company continues to maintain their 43 year old firehouse, with a kitchen project slowly making progress, and apparatus bay improvements that are also in the works.

In 2021 the Exhaust Removal System was repaired after a catastrophic failure of the fan unit. With this repair the vehicle exhaust is ventilated to the outside of the building so the members do not breathe in the diesel exhaust.

Pitman Fire Company No. 1 continues to remain busy with incidents, training, public events, and general company upkeep. Working with the leadership of Highland Chemical Engine Company, and Pitman Department Chief Carl Ennis, the Fire Department is making considerable progress in Fire Department Operations. These relationships will build for a better future for the membership and the future of the Department. The members of Pitman Fire Company No.1 thank Mayor and Council, and the residents of Pitman for their continued support for our Department.

If you are interested in learning more about becoming a member of Pitman Fire Company No.1, they invite you to attend a Tuesday night meeting, starting at 7:30 p.m. The meetings are held at Pitman Fire Company No.1.

Highland Chemical Engine Company and Pitman Fire Company No.1 are always looking for members to participate in the Junior Firefighter Program. The age to participate is 14 to 17 years old. They meet every first and third Monday of the month. On the first Monday, the program is held at Pitman Fire Company No.1. On the third Monday, the program is held at Highland. For more information, please reach out to Pitman Fire Department Junior Firefighters on Facebook, or email district28explorers@gmail.com.

Highland has their annual Members Kickoff Dinner on January 17 at the station. The drawing for the Highland Helmet fundraiser raffle will be held then. The winner will be notified by a phone call. If you are interested in getting a raffle ticket, please reach out to Highland Chemical Engine Company 28-3 on Facebook.

If you are interested in learning more about becoming a member of Highland, they invite you to attend a Tuesday night meeting, starting at 7:30 p.m. The meetings are located at Highland Chemical Engine Company on Woodland Avenue.

Senior Outreach will continue to meet on the third Thursday of each month at 6:00 p.m. in the Conference Room in Borough Hall.

Pitman Police Department

The Year-end Report for the Police Department is included as an Attachment to these Minutes.

You can reach me anytime at courtney.milward@pitman.org.

Councilman Mazzola

Year-end Reports

Clean Communities Grant

We saw many cleanup projects take place in 2021. Several groups continued their tradition of giving back to the community through this program and a couple of new organizations participated as well.

The following groups participated in clean-up events:

- Pitman Girls Soccer Booster Club - Dell & Creek area
- Renaissance Village Youth Center - Broadway, West Jersey, Theatre, and East Avenues, and parking lots
- The Women's Club of Pitman - Shertel Park & Sunset Auditorium
- Greater Pitman Chamber of Commerce - Alcyon Lake
- Pitman High School Class of 2022 - Alcyon Park
- Pitman High School Class of 2025 - Betty Park and dam
- Pitman Grove Community Garden - Border of Alcyon Woods and W. Holly Avenue
- Pitman VFW - Brown and Harmon Fields
- Knights of Columbus - Alcyon Disc Golf Course
- Pitman Girls Basketball Booster Club - Montgomery Avenue and along the railroad tracks

Finance & Administration

This year we welcomed a new employee in the Finance Office; Andrea Whilden

We have completed the Cyber Risk Management Program required by the Joint Insurance Fund and have implemented many additional safeguards to improve our cyber security.

The Finance Office has continued to support other departments and employees by providing safety equipment and employee rewards with funds provided through grants from the TRICO JIF.

Municipal Alliance Grant

Educational programs and events for the community have been supported through the Pitman Municipal Alliance. This program is funded by the Governor's Council on Alcohol and Drug Abuse, a program designed to educate and provide activities for individuals considered to be at-risk.

2022 Rabies Clinic

The Rabies Clinic for dogs and cats has been scheduled for March 12, 2022, from 10:00 a.m. -11:30 a.m. at the Public Works yard on Elwood Avenue.

Councilman Fitzpatrick

Combined Planning and Zoning Board

The Combined Planning and Zoning Board met on December 21, 2021 and approved two Historic Applications. The Board's New Use Committee approved two changes to two businesses. The next Planning and Zoning Board meeting will be held on January 18, 2022, due to the Rev. Dr. Martin Luther King Holiday closing of Borough Hall on January 17. The meeting will begin at 7:00 p.m. and all are welcome to attend.

Zoning Office

The Borough's Zoning Officer reviewed twelve permit applications and inspected nine properties for potential violations.

Construction Office

Interviews have been held for a clerical assistant in the Construction Office. The Resolution to approve the hiring of Lynne Hoffman for the twenty hour per week position was approved in the Work Session Meeting tonight.

Miscellaneous

The Borough is still interested in selling the Tax Lien Certificate for the vacant lot at 125 Tenth Avenue.

With the new assessments performed by the Gloucester County Tax Assessor's Office, the former Sony property received a new assessment of 8.5 million dollars, up from three million dollars.

Councilperson James

Parks and Recreation

The Parks and Recreation Department had a productive 2021 including a return to some of the regularly scheduled programs such as t-ball, middle school field hockey, micro-mini soccer, summer playground, and the Freedom Four Miler, as well as some new additions including an Egg Scramble in Shertel Park and the inaugural year of the Pitman Fishing League in cooperation with the Pitman Police Department. In addition to the programs coordinated by Parks and Recreation, the department also completed a number of improvement projects including repairs to the pavilion at Alcyon Park, construction of new picnic tables, landscaping clean-up at Glen Lake, pump track improvement/maintenance, and repairs to the walking path at Betty Park with the assistance of the Water Department. Director Fox has also been working to refurbish the tennis courts at Shertel Park and anticipates that project will take place in Spring of 2022. Thanks to Director Fox, the Parks and Recreation Department employees, and our many volunteers for their hard work.

Greater Pitman Chamber of Commerce

The Chamber was thrilled to see a return of scheduled events in the second half of 2021. Pop-up Parks and Fourth Fridays were held safely throughout the summer for our residents and the Summer Swelter Craft Beer Festival occurred in late August to close out the summer activities. The Craft Show returned to Broadway in September and was the most profitable show in years for both vendors and Pitman business owners. The Chamber welcomed Santa back to Ballard Park for the month of December and relocated the Pitman Winter Village to Ballard Avenue this year for a successful winter shopping

event. We are looking forward to a full calendar of events and programs in 2022 in service to our business community and our neighbors.

McCowan Memorial Library

During 2021, 35,571 people visited the library. There were 1,316 internet users. There were 240 children’s programs with 1,684 people in attendance, and 12,774 virtual views. There were 35,487 checkouts, including 27,726 checkouts to Pitman patrons. Thank you to Director Coldren and the entire library staff for all your hard work.

Pitman Day of Service

The Pitman community is invited to join the Mayor & Council for Pitman's First Annual Day of Service on Dr. Martin Luther King, Jr. Day - Monday, January 17, 2022. Pitman residents of all ages are invited to participate in a variety of community service activities. Please sign-up below for one or more of the following activities.

- 9am to 11am** - Clean up Uptown Pitman (Meet in front of Borough Hall)
- 10am to 4pm** - (2 hour time slots) Help sort and organize donations (Fig Leaf Thrift, First Baptist Church of Pitman)
- 1pm to 7pm** - (2 hour time slots) Assist with meal preparation and distribution (Lighthouse Community Center, First Baptist Church of Pitman)
- 6pm to 8pm** - Volunteer to assist with the drive-thru food drive to benefit the Pitman Food Pantry, First Baptist Church of Pitman parking lot)

As always, I am available to answer any questions or concerns via email at vanessa.james@pitman.org or by phone at 336-407-8604.

Councilman Kelly

No Report

New Business

Resolution No. 30, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Award of Competitive Contract for the Lease of Advertising Space

Motion: Weng

Second: Mazzola

Roll Call:

Council President Fitzpatrick: Abstain

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Razzo _____

Resolution No. 31, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Advertisement and Procurement of Proposals for a Concession Agreement for Advertising Space on the Borough’s Municipal Sign

Motion: Weng

Second: Mazzola

Roll Call:

Council President Fitzpatrick: Abstain

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Razzo _____

Payment of Bills

Motion: Mazzola

Second: Weng

Roll Call:

Council President Fitzpatrick: Abstain to #51240; approves all other items on bill list.

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Abstain to #51199 and #18315; approves all other items on bill list.
Councilwoman Milward: Abstain to #82105; approves all other items on bill list
Councilman Weng: Abstain to #51203 and #18316
Mayor Razze _____

Event Permit Applications

Event: PHS Mock Trial

Date & Time: January 25, 2022; 7:00 p.m. – 9:00 p.m. Rain date: January 26, 2022

Location: Council Chambers

Sponsor: PHS Mock Trial Team

Contact Person: Paul Blass

Motion: Milward

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Razze _____

Permit approved contingent upon providing the Borough of Pitman with a Certificate of Liability Insurance naming the Borough as Additional Insured.

Event: Monthly Little League Meetings

Date & Time: Second Wednesday of each month; 8:00 p.m.

Location: Council Chambers

Sponsor: Little League Board of Directors

Contact Person: Paul Bially

Motion: Milward

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Razze _____

Event: Pride Flags

Date & Time: June 4, 2022 – June 30, 2022

Location: Historic Light Poles

Sponsor: Pride Alliance of Pitman

Contact Person: Karen Stanwood

Motion: Milward

Second: Mazzola

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Razze _____

Permit approved contingent upon providing the Borough of Pitman with a Certificate of Liability Insurance naming the Borough as Additional Insured.

Event: Spring Craft Show

Date & Time: Saturday, May 14, 2022; 5:00 a.m. - 5:00 p.m.

Location: Broadway, Pitman, Ballard & Theatre Aves., Ballard Park

Sponsor: Greater Pitman Chamber of Commerce

Contact Person: Kara Knauss

Motion: Milward

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes
Councilman Kelly: Yes
Councilwoman Milward: Yes
Mayor Razze _____

Councilperson James: Yes
Councilman Mazzola: Yes
Councilman Weng: Yes

Permit approved contingent upon providing the Borough of Pitman with a Certificate of Liability Insurance naming the Borough as Additional Insured.

Event: Fall Craft Show

Date & Time: Saturday, Sept. 17, 2022; 5:00 a.m. - 5:00 p.m.
Location: Broadway, Pitman, Ballard & Theatre Aves., Ballard Park
Sponsor: Greater Pitman Chamber of Commerce
Contact Person: Kara Knauss

Motion: Milward
Roll Call:

Second: Weng

Council President Fitzpatrick: Yes
Councilman Kelly: Yes
Councilwoman Milward: Yes
Mayor Razze _____

Councilperson James: Yes
Councilman Mazzola: Yes
Councilman Weng: Yes

Permit approved contingent upon providing the Borough of Pitman with a Certificate of Liability Insurance naming the Borough as Additional Insured.

Event: Pitman Winter Village Craft Show

Date & Time: Saturday, December 3, 2022; 9:00 a.m. - 5:00 p.m.
Location: Ballard Avenue & Ballard Park
Sponsor: Greater Pitman Chamber of Commerce
Contact Person: Kara Knauss

Motion: Milward
Roll Call:

Second: Weng

Council President Fitzpatrick: Yes
Councilman Kelly: Yes
Councilwoman Milward: Yes
Mayor Razze _____

Councilperson James: Yes
Councilman Mazzola: Yes
Councilman Weng: Yes

Permit approved contingent upon providing the Borough of Pitman a Certificate of Liability Insurance naming the Borough as Additional Insured.

Public Portion

Motion to open to the public: Weng
Time: 8:24 p.m.

Second: Mazzola

David Hoh, 101 Colonial Avenue – Mr. Hoh asked if the Borough has heard from the Gloucester County tax Assessor yet on the new tax rate for the Borough and was told that we would not hear anything until next summer most likely. He then asked the reason for the Reorganization Meeting appointment of a Conflict Engineer and a Redevelopment Counsel and was told that the Conflict Engineer is an appointment that is only used if there is a conflict of interest for the Borough appointed Engineer, and the Redevelopment Counsel would only be utilized in the event something changes with development of the former Sony property on Woodbury Road. Mr. Hoh concluded by asking the reason for appointing an OPRA Attorney and it was explained that it would be for advice on Open Public Records Requests received by the Borough particularly if they pertain to activities or issues connected to the Pitman Police Department.

Walt Madison, 152 West Avenue – Mr. Madison stated in connection with earlier discussion that the Armory has been undergoing toxic waste clean-up for a long time and he does not see a solution to the issue any time soon.

Motion to close the public portion: Weng
Time: 8:27 p.m.

Second: Milward

Adjournment

Motion: Weng
Time: 8:27 p.m.

Second: Milward

Respectfully Submitted,

Judith O'Donnell
Borough Clerk/Administrator