

**BOROUGH OF PITMAN
COUNCIL MEETING MINUTES
OCTOBER 11, 2022**

Call to Order

Time: 8:00 p.m.

Mayor Razzo noted the passing of Chief McAteer's father and asked all in attendance to remember Chief McAteer and his family in their prayers.

Salute to the Flag/Invocation

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 6, 2022, posted on the Borough Hall front door, and advertised on the Borough of Pitman website continuously since January 6, 2022.

Roll Call

Council President Fitzpatrick: Present
Councilman Kelly: Absent
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

Work Session Minutes of September 26, 2022

Motion: Milward

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes
Councilman Kelly: Absent
Councilwoman Milward: Yes
Mayor Razzo: _____

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

Council Reports

Councilwoman Milward

Congratulations to all the participants and winners of the 2022 Fire Prevention Poster contest. You all did a fantastic job! Thank you for taking the time to share your inspiring artwork on the importance of fire prevention and fire safety!

Community Appreciation Day

On Wednesday, September 28, I joined Mayor and Council at Community Day in Ballard Park. It was a wonderful family fun night out on the town! I would like to thank the Pitman Police Department for all their hard work to make the Pitman Community Night quite the success! The DJ and Philly Phanatic were a hit! K-9 Ranger officially entered retirement and will be enjoying time at home with his mom and dad, Steph and Corporal EJ Parker. Thank you K-9 Ranger for your many years of service to the Pitman Community!

Hope is in the Hair Donation Event

Please join me on Wednesday, October 19 from 4:00 p.m. – 6:00 p.m. for the *Hope is in the Hair* donation event at Alfred Stephens Salon. The mission of *Hope is in the Hair* is to return a sense of self, confidence, and normalcy to children suffering from hair loss. I began my journey with donating my hair to *Locks of Love* when I was attending the Pitman Middle School through an event the school had sponsored. It was a humbling experience that has led me to continue the tradition for over 15 years. I want to thank Alfred Stephens Salon for sponsoring *Hope is in the Hair* and I am excited to spread awareness, bring hope, and share with others the magnitude of this experience.

Pitman Police Department

The following Pitman Police Department officers will be attending the listed trainings or have completed training.

- On October 3 - October 7: Corporal Parker completed DWI Detection and Roadside Sobriety Testing at Atlantic County Police Academy.
- On October 11 - October 14: Corporal Parker will attend Alcotest Operator Certification training at the Atlantic County Police Academy.
- On October 19 - October 21: Investigator Hoffman will attend SWAT Team-Member Training.
- On October 17, 18, and 20: Detective Barbetta will attend SWAT Negotiator Training.

Chief McAteer and the entire Pitman Police Department would like to wish K-9 Ranger all the best in his retirement. They would also like to thank Corporal EJ Parker and Ranger for the dedication, commitment, and hard work that they both provided to the department and the residents of Pitman.

Pitman Fire Department

Pitman Fire Company No. 1 responded to sixteen incidents, for three hours and fifty-seven minutes of service. A total of 109 volunteer members responded providing a total of 431 hours and 27 minutes of “personnel hours” and accrued eleven hours of training throughout four drill nights.

Apparatus Responses	
Squad 2811	5
Ladder 2816	10
Engine 2818 (Reserve Status)	0
Utility 2817	4
Marine 28	0

In September, the department continued with annual physicals for members, with more appointment dates scheduled in October. Annual apparatus pump testing was conducted with all apparatus passing. The department was able to help the Washington Township Fire Department for a seven-hour cover assignment, while their members attended a funeral for a founding member of the Whitman Square Fire Company. Members of the Company attended CPR training along with the Junior Firefighter members and were in attendance for Community Night which was held in Ballard Park.

The Gloucester County Fire Chiefs Association Operational Meeting was held at No. 1 and was well attended.

The Pitman Fire Department would like to thank Mayor and Council for continuing the September 11 Remembrance Ceremony and keeping the Fire and Police Departments involved.

The Week of October 9-15 is Fire Prevention Week. Both companies will be out in the schools talking to students

and will be hosting an Open House at Fire Company No. 1 on Tuesday, October 11, from 6:00 p.m. – 8:30 p.m. All are welcome to attend.

The Pitman Fire Department is always looking for help. If there is any interest in volunteering, please stop by one of the fire stations for more information.

Highland Chemical Engine Company

Through the month of October, the members of Highland have been busy conducting their weekly training, as well as planning activities and demonstrations for the upcoming week. This year marks the 100th Anniversary of Fire Prevention Week, and the slogan is "Fire won't wait." We ask all residents to plan your emergency escape route and practice it with your families. It is also time to check your carbon monoxide alarms and smoke detectors. Batteries should be changed yearly and devices have an "end of life" expectancy of ten years.

Highland Chemical Engine Company is always looking for new volunteers to not only assist with fighting fires, but also as social members, who are non-firefighters that work to support their mission through non-firefighting activities. To join Highland, you can contact them by phone 856-589-0832, social media, and or just come to the station any Tuesday evening after 7:00 p.m.

The Pitman Fire Department's Junior Firefighter Program met on October 3 and trained on hydrant hookups as well as SCBA familiarization. Throughout October, the Juniors Program will continue to work on hydrant training, deploying hose lines, as well as participating in the upcoming fire prevention open house. Their next meeting is on October 17.

The Pitman Fire Department is always looking for members to participate in the Junior Firefighter Program. The age to participate in the Junior Program is 14 to 17 years old. For more information, please reach out to district28explorers@gmail.com or through Pitman Fire Department Junior Firefighters on Facebook.

Senior Outreach Committee

The Pitman Senior Outreach Committee has been working hard to connect with our Seniors in town. We want to remind residents that our events are open to ALL Pitman Seniors who are looking for fellowship and to have a great time! Senior Outreach will be hosting their Senior Health Fair this Thursday, October 13 from 10:00 a.m. – 12:00 p.m. in Borough Hall. Blood pressure, glucose screening, flu and covid vaccines, Gloucester County Department of Health, SHIPP, and Gloucester County Social Services are just a few of the vendors that will be in attendance. Senior Outreach invites all members of Mayor and Council to attend. Our next Senior Outreach event will be held on October 17 from 11:00 a.m. – 2:00 p.m. at VFW Post 6469, located at 142 Oakcrest Avenue. Dress in your Halloween best, it's going to be a Spook-tacular time! Games, prizes, music, Tori's Critters, and a light lunch will be served. We invite all Pitman Seniors to attend!

The Senior Outreach Committee will continue to meet on the third Thursday of the month at 6:00 p.m. in the Conference Room in Borough Hall. If you are interested in staying up to date with our 2022 Senior Outreach events, please contact Lucille Petrillo by phone 856-357-2286, or email lucelu16@yahoo.com or follow on Facebook [PitmanSeniorOutreach](#). I want to remind our residents that the Senior Bus schedule for October, can be found on the Borough of Pitman website www.pitman.org.

As always, you can reach me anytime at courtney.milward@pitman.org or 856-716-4249.

Councilman Weng

Environmental Commission

The Environmental Commission is working on three projects:

1. A potential water reclamation system for gray water in new construction.
2. Bat houses on public property for mosquito control.
3. An invasive plant species control program. Bamboo has the potential to spread without control and may be included. Ordinances for these projects may be introduced in the near future.

Councilman Mazzola

Finance and Administration

On October 15, the Borough is hosting a paper shredding event, which is free for residents.

The Borough continues to interview candidates for the positions of Borough Clerk and Deputy Borough Clerk.

Council President Fitzpatrick

Combined Planning and Zoning Board

The next Combined Planning and Zoning Board will be held on October 17, and all are welcome to attend.

Chicken Advisory Board

The Chicken Advisory Board met on September 27, 2022. Presently, eight homes are participating in the Backyard Chicken Pilot Program.

Clean Communities Grant

The Knights of Columbus and the Pitman Woman's Club both completed Borough clean-up projects.

Housing Office

The Housing Officer continues to address abandoned properties in the Borough by contacting the banks or owners of the properties to ensure that they are registered with ProChamps and maintained.

Councilperson James

2022 Liaison: Parks & Recreation, Library Board, Greater Pitman Chamber of Commerce & Committee on Diversity, Equity & Inclusion

Thank you to the Pitman Police Department for a wonderful Community Night. Thank you to Cpl. Parker for his dedicated service to the K-9 Program and congratulations to K-9 Ranger on his retirement.

Parks and Recreation

The Parks and Recreation Department is excited to be partnering with the Pitman Youth Advisory Council to plan and execute a Haunted Trail at Alcyon Park on Saturday, October 22, from 5:00 p.m. – 9:00 p.m. Admission will be free with the donation of a canned good, and advanced registration is required. See the Borough's website for more information. https://www.pitman.org/T7_R210.php

If you would like to volunteer, please contact me at vanessa.james@pitman.org. We could always use more zombies and other scary creatures for our Fright Squad.

Greater Pitman Chamber of Commerce

Thank you to everyone who participated in the Brews Cruise this past Saturday, the volunteers who assisted, and to Council President Fitzpatrick for organizing this fun event!

Coming up this weekend is the Witches of Pitman Shoppe Hoppe!

On October 15th, from 12:00 p.m. – 6:00 p.m., Pitman will have fun-filled witchy activities scattered along Broadway. Visit our many shoppes, salons, and restaurants to find some festive treats for the autumn season!

Hear music from Betty Lawless from 12:00 p.m. - 2:30 p.m. and visit with the Sanderson Sisters from Over the Top Party Planning in Ballard Park from 1:30 p.m. - 3:30 p.m.!

Showcase your witchy self in our Costume Contest Parade at 2:30 p.m. (ages 18 and over) in Ballard Park! There will be prizes awarded for:

- Best Overall Witch Costume
- Best Witch Shoes
- Best Witch Hat

The music continues with Johnny Slide from 3:30 p.m. – 6:00 p.m.

Bring your favorite witches for a fun day of shopping and dining in Uptown Pitman! Many of the businesses will be conjuring up magical discounts and fun events! We will be posting these events and sales on our Facebook Event Page, so hang around a spell and keep your eyes open for more!

McCowan Memorial Library

During the month of September 2022, 4,016 people visited the McCowan Memorial Library and there were 137 internet users. There were twenty children's programs with 188 people in attendance.

Committee on Diversity, Equity & Inclusion

The next meeting of the DEI Committee will be on Thursday, October 13, at 7:00 p.m. in the Borough Hall Conference Room. The meeting is open to the public and all are welcome to attend.

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. If you would like to meet in person, I hold unofficial office hours at Endgrain Coffee Bar on Sunday mornings from 9:00 a.m. - 9:30 a.m.

Miscellaneous

Mayor Razzo noted that the Community Night was a great event.

Mayor Razzo asked if there are any additions to Council Reports – none were reported.

New Business

Ordinance No. 11, 2022 – Bond Ordinance of the Mayor and Council Providing for Various Water-Sewer Utility Improvements, By and In the Borough of Pitman, in the County of Gloucester, State of New Jersey; Appropriating \$165,000.00 Therefor and Authorizing the Issuance of \$165,000.00 Bonds or Notes of the Borough to Finance the Costs Thereof

Second Reading - Public Hearing

Motion: Mazzola

Second: Weng

Councilman Mazzola advised that this ordinance is for improvements to Glenmere Avenue.

Motion to open to the public: Mazzola

Second: Weng

Time: 8:20 p.m.

Mayor Razze noted that second reading on this Ordinance will take place at the October 24, 2022 Borough Council meeting.

Consent Agenda – All matters listed under Consent Agenda are considered routine by this Borough Council and will be enacted by one motion in the form listed. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Resolution No. 187, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Release of Premium Bid Money

Resolution No. 188, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing Membership in a Mutual Aid and Assistance Agreement With Participating Units

Resolution No. 189, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Appointing Dolores Novin as Full-time Senior Library Assistant for the McCowan Memorial Library

Resolution No. 190, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Appointing Lacy Contarino as Part-time Reference Assistant for the McCowan Memorial Library

Resolution No. 191, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Appointing Eileen Salmon as a Member of the Borough of Pitman Senior Outreach Committee

Resolution No. 192, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester Authorizing a Closed Meeting

The general nature of the subjects to be discussed at said meeting shall be:

Employment Needs of the Pitman Police Department

Action may be taken upon returning to an open meeting.

Motion: Fitzpatrick

Second: James

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Absent

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Razze _____

Payment of Bills

Motion: Mazzola

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Abstained from #52463, Yes to the rest

Councilman Kelly: Absent

Councilman Mazzola: Abstained from #52432, 52433, 52434, 18664 and 18665, Yes to the rest

Councilwoman Milward: Yes

Councilman Weng: Yes
Mayor Razze _____

Event Permit Applications

Event: Pitman Girls Tennis Senior Night Dinner
Applicant: Gene Reid (Team Coach)
Date and Time: October 13, 2022; 5:30 p.m. – 7:30 p.m.
Location: Sunset Auditorium
Contact Person: Gene Reid
Motion: Milward - Contingent of Proof of Insurance and Facility Use Form
Second: Weng
Roll Call:
Council President Fitzpatrick: Yes
Councilman Kelly: Absent
Councilwoman Milward: Yes
Mayor Razze _____

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

Event: Public Information Banners
Applicant: Pitman Economic Development Committee
Date and Time: October 16, 2022 – March 1, 2023
Location: Lamp posts along Broadway (Count 34)
Contact Person: Barry Owen
Motion: Milward
Roll Call:
Council President Fitzpatrick: Yes
Councilman Kelly: Absent
Councilwoman Milward: Yes
Mayor Razze _____

Second: Weng

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

Event: Epilepsy Awareness Ribbons
Applicant: Sarah Jacobs
Date and Time: November 1, 2022 – November 30, 2022
Location: Purple ribbons on lamp posts along Broadway
Contact Person: Sarah Jacobs

Motion: Milward
Second: Weng
Councilwoman Milward asked if it is Borough policy to require insurance for ribbons. Mayor Razze advised it is not. Councilwoman Milward motioned to accept the application as is. Councilman Weng noted that a request for a message on the electronic sign board is a separate issue.

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

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

Raffle License Application

Raffle: Off-Premises Draw
Applicant: Knights of Columbus #6247 – Our Lady Queen of Peace Church
Date and Time: December 3, 2022; 8:00 a.m.

Location: Alcyon Lake Park
Contact Person: Mike Martorano
Motion: Milward
Roll Call:
Council President Fitzpatrick: Yes
Councilman Kelly: Absent
Councilwoman Milward: Yes
Mayor Razzo _____

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

Public Portion

Motion to open to the public: Milward
Time: 8:30 p.m.

Second: Weng

Paul Blass, 517 E. Holly Avenue – Dr. Blass noted that funds had been approved for Phase II of the Grove Auditorium project and asked for a status report on the project. Clerk/Administrator O’Donnell advised that the plans for the improvements have been submitted to the Gloucester County CDBG and are awaiting approval. Dr. Blass asked for clarification on the proposed work. Clerk/Administrator O’Donnell advised that this is for the handicapped parking spaces and ramp. Dr. Blass asked that collectively we move forward to complete this project.

Amy Rudley, 114 Colonial Avenue – Ms. Rudley advised that at 7:08 p.m. this evening, she saw political signs stolen and she knows who the individual is that stole them. She wants the signs returned immediately or she will press charges. Mayor Razzo asked Chief McAteer to speak to Ms. Rudley about this situation.

Motion to close the public portion: Milward
Time 8:33 p.m.

Second: Weng

Closed Meeting

Motion to enter into a closed meeting: Milward
Time: 8:33 p.m.

Second: Weng

Mayor Razzo advised that Council will be going into a closed meeting, and action may be taken when Council returns to an open meeting.

Motion to return to an open meeting: Milward
Time: 9:08 p.m.

Second: Weng

As a result of discussion in the closed meeting the following action was taken by Council.

Resolution No. 193, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Appointing Laura A. Scutt as Full-time Administrative Secretary for the Borough of Pitman Police Department, Effective October 12, 2022

Motion: Milward
Roll Call:
Council President Fitzpatrick: Yes
Councilman Kelly: Absent
Councilwoman Milward: Yes
Mayor Razzo _____

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

Resolution No. 194, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Approving the Pitman Police Department to Begin the Hiring Process for a Full-time Certified Patrol Officer and a Class II Officer

Motion: Milward

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Absent

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Razze _____

Adjournment

Motion: Weng

Second: Mazzola

Time: 9:10 p.m.

Respectfully Submitted,

Judith O'Donnell
Borough Clerk/Administrator