

**BOROUGH OF PITMAN  
COUNCIL MEETING MINUTES  
SEPTEMBER 26, 2022**

**Call to Order**

Time: 8:12 p.m.

Mayor Razze asked those in attendance that on the passing of former New Jersey Governor James Florio, please remember his family in their prayers.

Mayor Razze also noted that Councilman Kelly recently had routine surgery and is recovering at home.

**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 Razze: Present

Borough Clerk O'Donnell: Present

Councilperson James: Present

Councilman Mazzola: Present

Councilman Weng: Present

Borough Solicitor Eleftheriou: Present

**Special Presentations**

2022 Miss Pitman Contestant Recognition

5<sup>th</sup> Annual American Legion Dog of the Year

Mayor Razze noted that there are two special presentations on the agenda and asked Councilwoman Milward to proceed with the 2022 Miss Pitman presentation. Councilwoman Milward introduced Assemblywoman Beth Sawyer, Assemblywoman Bethanne McCarthy Patrick and County Commissioner Chris Konawel and asked that they come forward to recognize the winners of the 2022 Miss Pitman contest.

Assemblywoman Sawyer presented State citations to Miss Congeniality, Madeline Elizabeth Durr, 1<sup>st</sup> Runner Up, Emily Faith Evans, and the 2022 Miss Pitman Winner, Sophia Rose Alice Minter. Assemblywoman Sawyer congratulated all three on their accomplishment.

Mayor Razze introduced American Legion Representative David DeClement to present the 5<sup>th</sup> Annual American Legion Dog of the Year Recognition Award. Mr. DeClement noted that with the two year COVID interruption, this is actually the 7<sup>th</sup> Annual Award. Mr. DeClement introduced Alice, the recipient of the American Legion Dog of the Year Award.

Mayor Razze called for a two minute recess to the proceedings to allow those who chose to leave the meeting the opportunity to do so.

**Approval of Minutes**

Council Meeting Minutes of September 12, 2022

Motion: James

Second: Fitzpatrick

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Absent

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Razze \_\_\_\_\_

Mayor Razze noted that a member of the Youth Advisory Council is in attendance and asked Youth Advisory Council member Fiona James to provide a report on Youth Advisory Council activity for the last month. Ms. James reported that the partnership with the Parks and Recreation Department on the Geocache program was a success, with seven finishers. A winner will be chosen from the seven and awarded a prize.

The Advisory Council has obtained an advisor for their Municipal Alliance Grant project. Mr. McAfee from Pitman High School has accepted the position, but this is contingent on Board of Education approval.

For the fall, the Advisory Council is considering a sustainable water bottle project. The project could include water bottle filling stations in the Borough or the purchase of water at reduced prices. The Council is in the process of researching the idea.

Mayor Razze asked if Ms. James could provide a brief explanation of the school club to be sponsored by the Municipal Alliance. Ms. James advised it is a group where kids can relate to each other and be a support system for each other. They can have discussions with adult supervision.

**Council Reports**

**Councilwoman Milward**

On Friday, September 23, I joined Mayor and Council for the ribbon cutting ceremony for Top Party Planning, LLC, and Impact Landscape, LCC! I wish you both the best of luck and much success! Welcome to Pitman!

On Saturday, September 24, I had the pleasure of attending the Pitman High School Marching Band annual "Autumn Thunder" Competition at Davis Field. I would like to congratulate all the amazing students who participated! Job well done!

**Pitman Police Department**

The Pitman Police Department would like to remind residents that Community Day is fast approaching! Please join us on September 28 in Ballard Park from 6:00 p.m. – 9:00 p.m. for a family fun night out on the town! K-9 Ranger will be officially retired on September 28. There will be a ceremony and recognition for Ranger and his partner, Corporal EJ Parker during Community Night. Please join us in thanking K-9 Ranger for his many years of service to the Pitman community.

The following statistics for police activity are for August 2022:

- Total incident calls: 1,478
- Total motor vehicle stops: 175
- Total motor vehicle summonses: 74
- Total motor vehicle warnings: 14
- Total motor vehicle crashes: 8
- Total arrests: 4

On September 19, the Pitman Police Department conducted a Motor Vehicle Checkpoint. The following are the statistics from the checkpoint :

- Total vehicles inspected: 33
- Total motor vehicle summonses issued: 27
- Total motor vehicle written warnings: 28
- Total arrests: 1 (warrant arrest)

### **Pitman Fire Department**

#### Fire Company No. 1

Fire Company No. 1 has continued to remain busy throughout the month of September. The company has continued to conduct their annual department physicals and has begun FIT testing personnel at the Gloucester County Fire Academy.

Fire Company No. 1 has been gearing up for the kickoff of Fire Prevention Week! Members have been working hard on planning events, as well as drills to share with students and residents. On October 12, from 6:00 p.m. - 9:00 p.m., the company will be hosting an Open House. They invite all residents to join them!

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**

Throughout the month of September, the members at Highland have been busy conducting their weekly training. Highland is currently focusing on roof ventilation scenarios in preparation of using the Gloucester County Fire Academy's roof prop this week.

Highland has also been planning activities and demonstrations for Fire Prevention week which will run from October 9 through October 15. 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 escape and practice it with your families.

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, or just come to the station any Tuesday evening after 7:00 p.m.

### **Junior Firefighter Program**

The Pitman Fire Department Junior Firefighters Program members met on September 19 and finalized their CPR Training. Throughout October, the Juniors Program will be working on hydrant training, deploying hose lines, as well as participating in the upcoming Fire Prevention Week Open House. Their next meeting is on October 3.

The Juniors Program would like to welcome their newest member, Eddie Ferrari. Eddie received a Proclamation from Borough Council this past summer for a lifesaving act he performed while on vacation, and he is excited about becoming a Junior Firefighter!

The Pitman Fire Department is always looking for members to participate in the Junior Program. The age to participate in the Junior Program is 14 to 17 years old. For more information, please reach out to, 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 had a wonderful time participating in the Volunteer Fair on September 23! 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 Boo-tastic time! Games, prizes, music, Tori's Critters, and a light lunch will be served. We invite all Pitman Seniors to attend!

Senior Outreach 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 Committee events, follow on Facebook at [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](http://www.pitman.org).

As always, you can reach me anytime at [courtney.milward@pitman.org](mailto:courtney.milward@pitman.org) or by calling 856-716-4249.

### Councilman Weng

#### **Environmental Commission**

The Environmental Commission is working on several projects. The Commission is researching a project that would involve putting bat houses on public property to assist with mosquito control. The Commission is also looking into a gray water recycling incentive program. The systems would be installed on new construction projects to reduce water consumption.

Councilman Weng is working with Borough Administrator O'Donnell on the purchase of new computer work-stations for the Finance Department. The current work-stations may be as much as forty years old and in need of replacement for the hardworking employees in that department.

### Councilman Mazzola

#### **Pitman Board of Education**

On September 8, Pitman Public Schools received notification that the district has received a pre-kindergarten expansion grant in the amount of \$972,648.00. This grant expands the current pre-k program for three and four year old children to a full day, and the program is at full capacity. The school district and the Pitman Police Department are monitoring bus schedules to ensure there are no conflicts and that student safety is guaranteed. Councilman Mazzola thanked the Board of Education and the School Administration for their work on this important project.

### Council President Fitzpatrick

#### **Combined Planning and Zoning Board**

The Combined Planning and Zoning Board met on September 19. They are in the process of updating the accessory buildings ordinance and will send it to Council when finished. The next Planning and Zoning Board meeting is scheduled for October 17 at 7:00 p.m. All are welcome to attend.

#### **Chicken Advisory Board**

The Chicken Advisory Board meets tomorrow night at 6:30 p.m. in Borough Hall. All are welcome to attend.

#### **Housing Office**

The Housing Officer is reviewing abandoned houses and properties in the Borough who are behind on their taxes in hopes of selling off more of the tax lien certificates.

#### **Clean Communities Grant**

The Pitman High School Boys Soccer Team participated in a Clean Communities clean-up at the football field and the small park behind it. They had many volunteers cleaning up.

If any non-profit group is interested in obtaining a Clean Communities Grant, print the application from the Borough's website and send or email it to Council President Fitzpatrick, or drop off at Borough Hall.

### **Sustainable Pitman**

The Sustainable Pitman Committee met on September 22. The main topic discussed was the Pitman Bike Trail connection to the Dinosaur Trail in Mantua Township.

### Councilperson James

#### **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. If you would like to volunteer, please contact me at [vanessa.james@pitman.org](mailto:vanessa.james@pitman.org).

#### **Greater Pitman Chamber of Commerce**

Thank you to everyone who participated in the 5th Annual Pitman Volunteer Fair this past Friday! If you were unable to attend but are interested in volunteering with one of the participating organizations, please let me know and I will put you in the contact with them.

#### **Committee on Diversity, Equity & Inclusion**

The next meeting of the DEI will be Thursday, October 13th 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](mailto: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 Razze asked if there were any additions to the Council reports. Councilman Weng asked Councilwoman Milward if there is a minimum age for the Pitman Senior activities. Councilwoman Milward advised that no one checks identification for age, and no one is turned away.

There were no further additions or comments on Council Reports.

Mayor Razze noted that he had the pleasure of reinstating a tradition in the Borough of providing a tour of Pitman for new teachers in the district to familiarize them with the Borough. The tradition, started by Mayor Batten, was suspended for a couple of years, and it was nice to bring it back. Mayor Razze thanked Ms. Rebecca Mooney at the district office and Steve Weideman, the transportation driver, for their help on the tour.

#### **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**

First Reading – Second Reading, Public Hearing: October 11, 2022

Motion: Mazzola

Second: Weng

Councilwoman Milward asked for confirmation that these improvements are for Magnolia and Glenmere Avenues. Mayor Razze advised it is, and the hope is that this work will eliminate the water problems on Magnolia.

Roll Call:

Council President Fitzpatrick: Yes

Councilman Kelly: Absent

Councilwoman Milward: Yes

Mayor Razze \_\_\_\_\_

Councilperson James: Yes

Councilman Mazzola: Yes

Councilman Weng: Yes

**Ordinance No. 12, 2022 – Bond Ordinance of the Mayor and Council Providing for Various Roadway and Drainage Improvements, By and In the Borough of Pitman, in the County of Gloucester, State of New Jersey; Appropriating \$340,000.00 Therefor and Authorizing the Issuance of \$323,000.00 Bonds or Notes of the Borough to Finance Part of the Costs Thereof**

First Reading – Second Reading, Public Hearing: October 11, 2022

Motion: Mazzola

Second: Weng

Councilwoman Milward asked for confirmation that these improvements are for Lakeside and Centre Avenues. Mayor Razze confirmed they are; these streets are being repaved, and it is appropriate to repair the infrastructure while the street is under construction.

Roll Call:

Council President Fitzpatrick: Yes

Councilman Kelly: Absent

Councilwoman Milward: Yes

Mayor Razze \_\_\_\_\_

Councilperson James: Yes

Councilman Mazzola: Yes

Councilman Weng: Yes

**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.

Council President Fitzpatrick asked for confirmation that Resolution No. 186, 2022 has been removed from the Consent Agenda – Councilperson James confirmed Resolution No. 186, 2022 has been removed.

Councilwoman Milward advised she has a question about Resolution No. 185, 2022. Mayor Razze advised any questions or discussion would necessitate removing Resolution No. 185, 2022 from the Consent Agenda.

**Resolution No. 181, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Cancellation and/or Refund of the Taxes Due to the Property Owner Meeting the Requirements of a 100% Disabled Veteran as Set Forth in N.J.S.A. 54:4-3.30 and is Exempt from Paying Property Taxes**

**Resolution No. 182, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing the Execution of a License Agreement With New Jersey Transit Corporation**

**Resolution No. 183, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Awarding Contract for Seasonal Leaf Disposal**

**Resolution No. 184, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Waiving Permit Application Fees Related to the Fire Safety Inspection of Food Trucks Participating in the 2022 Pitman Police Department Chow down Uptown K-9 Unit Fundraiser**

Motion: James

Second: Fitzpatrick

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Absent

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Razze \_\_\_\_\_

**Resolution No. 185, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Awarding Contract to The Gillespie Group for the Carpet Replacement Project in the McCowan Memorial Library.**

Motion: James

Second: Weng

Councilwoman Milward asked why the Borough is awarding the contract for this work to Gillespie. Councilperson James advised that Gillespie's price is not the lowest, but the lowest bidder did not submit the necessary documents with their bid packet.

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: Abstained from W-1524, approved all others.

Councilperson James: Yes

Councilman Kelly: Absent

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Razze \_\_\_\_\_

**Event Permit Applications**

**Event:** Senior Outreach Health Fair

Applicant: Courtney Milward

Date and Time: October 13, 2022; 10:00 a.m. – 12:00 p.m.

Location: Borough Hall Council Chambers and Conference Room

Contact Person: Lucille Petrillo

Motion: Weng

Second: Mazzola

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Absent

Councilman Mazzola: Yes

Councilwoman Milward: Abstain

Councilman Weng: Yes

Mayor Razze \_\_\_\_\_

**Event:** Pitman High School Tri-M Music Honor Society Trunk or Treat

Applicant: Sarah Mickle

Date and Time: October 28, 2022; 4:00 p.m. – 6:00 p.m.

Location: Sunset Auditorium  
Contact Person: Sarah Mickle  
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

**Event:** Food Truck Festival

Applicant: Pitman Police Department  
Date and Time: November 5, 2022; 12:00 p.m. – 9:00 p.m.  
Location: Pitman Avenue, Ballard Avenue, S. Broadway, and Ballard Park  
Contact Person: Cpl. EJ Parker

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

**Event:** Dinner Party

Applicant: Ryan Budd  
Date and Time: October 15, 2022; 6:00 p.m. – 9:00 p.m.  
Location: Theatre Avenue Pocket Park  
Contact Person: Ryan Budd/Thyme

Councilwoman Milward made several comments on this application: The Pitman Police Department has approved this application. If vehicle access is needed to Theatre Avenue, the Police Department should be contacted. The required insurance document has not yet been received. No alcohol is permitted without a Social Affairs Permit. There are no Borough utilities in this area; all water, electric, etc. must be supplied by the event coordinators.

Councilperson James stated her concerns: she has had a discussion with Mr. Madison on the use of Theatre Avenue. The biggest concern is that there would be a conflict with shows at the Theater and there could be noise and other issues. Although most likely not an issue with this application, these concerns should be addressed. Perhaps an addendum to the Event Permit Application for events on Theatre Avenue that addresses the concerns of noise, access, bathrooms, etc. There are also apartments on Theatre Avenue that will need access during events. Ms. James stated it would be good to get ahead of these concerns before it becomes an issue.

Mayor Razzo stated that it would also be a good idea to include set up and tear down times on the application. Council President Fitzpatrick asked if this is a BYOB event. Mayor Razzo advised that if the event is supplying alcohol, a Social Affairs Permit would be required. Councilperson James advised that she recalls that the timeline for BYOB was extended through October. Discussion on the BYOB issue. All agreed that it had been extended, and confirmation on the timeline is needed.

Motion: Milward

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes  
Councilman Kelly: Absent

Councilperson James: Yes  
Councilman Mazzola: Yes



Councilwoman Milward: Yes  
Mayor Razzo \_\_\_\_\_

Councilman Weng: Yes

**Raffle License Application**

Raffle: Off-Premises Draw

Applicant: HSA Elwood Kindle Elementary

Date and Time: December 9, 2022; 9:00 a.m.

Location: Elwood Kindle School, 211 Washington Avenue

Contact Person: Lisa Rapp

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 Razzo \_\_\_\_\_

**Public Portion**

Motion to open to the public: Milward

Second: Weng

Time: 8:46 p.m.

**Jason Blackmore, 712 W. Holly Avenue**, Vice Chairman of the Borough Economic Development Committee. Mr. Blackmore stated that the mission of the EDC is to encourage business opportunities in the Borough. He would like to address the cannabis topic with Borough Council and the feasibility of passing legislation to bring this industry in to the Borough. The EDC would like to have a meeting with full Borough Council with experts to discuss this matter. Mayor Razzo advised that rather than scheduling a special meeting, Council may be able to add this discussion to the agenda for a work session meeting. Mayor Razzo advised that he will review the upcoming agendas with the Borough Administrator to determine what meeting will be appropriate. Mr. Blackmore advised that he will consult with his Committee and experts on their availability.

**Ryan Budd, 410 N. Oak Avenue**, coordinator of the Dinner Party event scheduled for October 15. Mr. Budd asked what he would have to do to confirm the BYOB possibility for his event. Mayor Razzo advised that the minutes will be reviewed to confirm that date of the extension of the BYOB for events on Theatre Avenue.

Motion to close the public portion: Mazzola  
Time 8:52 p.m.

Second: Weng

**Miscellaneous**

Councilman Weng advised that the sidewalk in front of 125 Twelfth Avenue needs repair. A section of the sidewalk is wobbling and could present a safety issue.

Also, the street sign at Cedar Avenue and Carew Avenue has been turned so that the street names face the wrong direction. He wasn't sure if this is a Police Department issue or Public Works. Mayor Razzo advised that Public Works will just have to turn the signs to face in the right direction.

Councilwoman Milward advised that Rev. Shane Ross of the Church of the Nazarene would like to extend an invitation to Mayor and Council to attend his Chili Cook-Off on October 29 from 4:00 p.m.- 6:30 p.m. at the Nazarene Church.

**Adjournment**

Motion: Weng  
Time: 8:55 p.m.

Second: Mazzola

Respectfully Submitted,

Judith O'Donnell  
Borough Clerk/Administrator