

BOROUGH OF PITMAN  
WORK SESSION MINUTES  
DECEMBER 12, 2022

**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 November 10, 2022, posted on the Borough Hall front door, and advertised on the Borough of Pitman website continuously since November 10, 2022.

**Roll Call**

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

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

**Discussion**

Motion to Open Discussion: Milward  
Time: 7:03 p.m.

Second: Kelly

**Status of Demolition Plans and MOU for 120 East Avenue (B11/ L7)**

Council President Fitzpatrick reported that there is no new information to provide at this time pertaining to the plans of the owner to demolish the building. The Construction Office will issue an Unsafe Structure Notice and the owner who will have thirty days in which to demolish the structure. If demolition has not taken place within the thirty day period, the Borough will take it down and lien the property for the cost.

**Update on Redevelopment of 400 N Woodbury Road (B138/L1)**

Council President Fitzpatrick said that here is no new information to provide on the sale or redevelopment of 400 N. Woodbury Road.

**Shertel Park Tennis Courts Bid Opening**

Borough Clerk O'Donnell stated that a bid opening was held for improvements to the tennis courts at Shertel Park. The lowest qualified bid received was approximately \$22,000.00 over the amount bonded for the project. She advised Council that Recreation Department Director Andy Fox will be adding additional funds to his 2023 proposed budget to cover the shortage as well as anticipated engineering fees for that project.

**Closeout MA-DMHAS-Youth Leadership Grant**

Borough Clerk O'Donnell advised Council that the close out date for the Municipal Alliance sponsored Youth Leadership Grant is rapidly approaching. Receipts and purchase orders should be submitted to her as soon as possible for reimbursement from the county. Also, any final events or activities should be planned to take place before the closing date of March 1, 2023.

**Miscellaneous**

**Youth Advisory Committee**

Mayor Razze said that applications to serve on the Borough’s Youth Advisory Committee are due by December 16, 2023, at 3:30 p.m. Students in grades eight through twelve, and who are residents of Pitman, are eligible to apply.

**Santa Run**

Mayor Razze announced that Santa Claus will be visiting Pitman neighborhoods on Sunday, December 18, beginning at 3:00 p.m. He thanked the Pitman Fire Department for providing the transportation.

**Pitman Armory Property**

Borough Clerk O’Donnell reported to Council that updated information pertaining to remediation efforts at the former Pitman Armory has been sent to the Borough from Charles Appleby who is coordinating the remediation efforts. Copies of the report will be emailed to each Council member. Mr. Appleby will be contacted by the Clerk to come to a future Work Session meeting to provide an update.

**Children’s Holiday Party**

The annual holiday party for qualified Pitman children will take place in Borough Hall on December 18, 2022. Mayor Razze thanked Kim Jaworski for coordinating and hosting this fun event every year.

**2023 Reorganization of Borough Council**

The 2023 Reorganization Meeting of Borough Council will take place in Borough Hall on Saturday, January 7, 2023 at 5:00 p.m.

Motion to close discussion: Mazzola  
Time: 7:17 p.m.

Second: Milward

**Public Portion**

Motion to open to the public: Mazzola  
Time: 7:17 p.m.

Second: Milward

**James Fortney 502 Carew Avenue** – Mr. Fortney stated that Pitman Garden Club members met last week and selected Renee McCarty to the position of Secretary for the group, Roger Green as Treasurer, Guy Groff as Vice President, and Mr. Fortney to return as President.

Mr. Fortney thanked the Borough for the installation of a memorial bench in Ballard Park to honor his wife Margaret and her many years of volunteer work on behalf of the Borough.

Motion to close public portion: Mazzola  
Time: 7:21 p.m.

Second: Fitzpatrick

**Adjournment**

Motion to adjourn: Mazzola  
Time: 7:21 p.m.

Second: Milward

Respectfully Submitted,

Judith O’Donnell  
Borough Clerk/Administrator